



**Castle House
Great North Road
Newark
NG24 1BY**

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Friday, 26 September 2025

**Chair: Councillor M Pringle
Vice-Chair: Councillor N Ross**

Members of the Committee:

**Councillor A Brazier
Councillor C Brooks
Councillor A Freeman
Councillor J Hall
Councillor S Haynes
Councillor R Holloway
Councillor R Jackson**

**Councillor D Moore
Councillor P Rainbow
Councillor K Roberts
Councillor M Spoors
Councillor T Thompson
Councillor T Wendels**

Substitutes

**Councillor N Allen
Councillor D Darby
Councillor P Harris
Councillor S Michael
Councillor L Tift**

MEETING:	Policy & Performance Improvement Committee
DATE:	Monday, 6 October 2025 at 6.00 pm
VENUE:	Civic Suite, Castle House, Great North Road, Newark, NG24 1BY
<p>You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.</p> <p>If you have any queries please contact Helen Brandham on helen.brandham@newark-sherwooddc.gov.uk.</p>	

AGENDA

Page Nos.

1. Notification to those present that the meeting will be recorded and streamed online
2. Apologies for Absence
3. Declaration of Interest by Members and Officers
4. Minutes of the meeting held on 1 September 2025

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Reports and Presentations

5. Annual Tenant Satisfaction Measures 2024/2025
6. Annual Outturn - Health Improvement & Community Development Teams
7. Affordable Housing Delivery Report 2024/25
8. Nottinghamshire & Nottingham Local Nature Recovery Strategy Update
9. UK Shared Prosperity Fund & Rural England Prosperity Fund Update
10. Policy & Performance Improvement Committee Annual Report
11. Attendance by Portfolio Holder for Climate & the Environment

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Reports from Working Group

12. Out of Remit Activities Working Group Update

Verbal Report

Review of Cabinet Work Programme and Recent Decisions

13. Cabinet Forward Plan (September to December 2025)
14. Minutes of Cabinet Meetings held on 15 July and 9 September 2025

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Topic Suggestions

None

15. Provisional Items for Future Agendas
 - Review of HRA Business Plan Assumptions
 - Customer Satisfaction Half Yearly Report
 - Q2 Financial Forecast Outturn Performance 23025/2026 – General Fund, HRA & Capital Budget
 - Q2 Community Plan Performance Report
 - Customer Feedback Report – Half One

- Attendance at Committee by Portfolio Holder for Sustainable Economic Development
- Attendance at Committee by Environment Agency
- Life Chances for Girls Working Group – Recommendations
- Newark Town Centre Masterplan & Design Code
- Annual Review – Grant Funding Outturn

Note Fire Alarm Evacuation

In the event of an alarm sounding please evacuate the building using the nearest fire exit in the Civic Suite. You should assemble at the designated fire assembly point located in the rear car park and remain there until the Fire Service arrive and advise it is safe to return into the building

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Performance Improvement Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Monday, 1 September 2025 at 6.00 pm.

PRESENT: Councillor M Pringle (Chair)
Councillor N Ross (Vice-Chair)

Councillor A Brazier, Councillor C Brooks, Councillor A Freeman,
Councillor J Hall, Councillor S Haynes, Councillor R Holloway, Councillor
R Jackson, Councillor D Moore, Councillor P Rainbow and Councillor
T Thompson

IN ATTENDANCE: Councillor N Allen and Councillor P Taylor

APOLOGIES FOR ABSENCE: Councillor K Roberts, Councillor M Spoors and Councillor T Wendels

132 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chair advised that the meeting was being recorded and live streamed from Castle House.

133 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest.

134 MINUTES OF THE MEETING HELD ON 30 JUNE 2025

The minutes from the meeting held on 30 June 2025 were agreed as a correct record and signed by the Chair.

135 BASSETLAW AND N&S CSP PROGRESS & PERFORMANCE UPDATE

The Committee considered the report presented by the Business Manager – Public Protection and Chief Inspector, Clive Collings of the Nottinghamshire Police Authority which sought to provide Members with an update on the work undertaken by the Bassetlaw and Newark & Sherwood Community Safety Partnership.

The report set out the performance for all crime and ASB in January to July 2025 when compared with the previous year.

In considering the report, Members asked the Business Manager and CI Collings a number of questions.

In noting the number of crimes committed, a Member queried as to the percentage of those which had resulted in an offender being charged and the percentage of those crimes which had been solved. CI Collings advised that detection rates in the Newark & Sherwood area for the period July and August 2025 was at 34% in comparison to the county figure of 26.4%.

In response to comment made about the use of microphones in CCTV cameras, the Business Manager advised that this was not available in the current cameras and that the main priority is the ability to view the footage and live feed information to the police.

A Member referred to the Domestic Homicide Reviews, querying the time period covered by the information provided at paragraph 5 of the report. The Business Manager advised this could be over quite a length of time as referrals and reviews could often be delayed whilst an active police investigation was carried out.

In noting the reduction in anti-social behaviour but that Newark & Sherwood remained the third highest in the county for such incidents, a Member queried whether the Council should consider additional investment to reduce the rates further. CI Collings noted the success of the Neighbourhood Teams in helping to reduce the number of incidents. Members agreed that a visual Police presence provided the public with a degree of confidence.

A Member queried whether any surveys were carried out in relation to public perception. CI Collings advised that a number of trust and confidence surveys were carried out by the Office of the Police & Crime Commissioner, the results of which often fluctuated. He added that the results seen on the ground by the Police did not quickly translate to the public and that more could be done to communicate any positive changes, adding further that work on this issue was ongoing.

AGREED (unanimously) that the Community Safety Partnership performance information be noted.

Councillor P. Rainbow left the meeting partway through the following item, with the agreement of the Chair.

136 PRESENTATION BY THE PORTFOLIO HOLDER FOR PUBLIC PROTECTION & COMMUNITY RELATIONS

The Committee considered the report of the Portfolio Holder for Public Protection & Community Relations, Councillor Paul Taylor.

As detailed in the report, the Portfolio Holder had been invited to attend Committee to respond verbally to four specific queries, as detailed within the report.

In relation to the work carried out by Anti-Social Behaviour (ASB) Officers and Community Protection Officers (CPO) in tackling ASB, the Portfolio Holder referred to the multi-agency work recently carried out on Yorke Drive. Officers had assisted in the gathering of intelligence and evidence to secure enforcement action. This type of action was also carried out in other areas throughout the district. The CPOs and ASB Officers dealt with complaints which are then triaged and signposted to the most appropriate recipient. The Portfolio Holder also noted that the officers dealt with reports surrounding safeguarding issues and that the Safer Streets initiative had resulted in a 40% in recorded incidents of ASB.

In referring to what the challenges were experienced when dealing with ASB, the Portfolio Holder stated that the main challenge was in relation to the volume of reported incidents and the complexity of the cases, noting that there were often underlying issues, for example, the mental health of the individuals involved.

In relation to the importance of the Council's working relationship with the Police and other partners in tackling youth ASB, the Portfolio Holder stated that the Council had a good working relationship with the Police. The aim was to reduce incidents of ASB as early as possible by attending primary schools to speak to young children about this.

In noting the question raised about tackling ASB in the Sherwood area, the Portfolio Holder advised that reported incidents were dealt with and processed in the same way across the district. He acknowledged that Newark received additional funding but that that was outside the control of the Council as it was based on crime data.

In response to whether the Council should consider increasing budget provision to assist in further reducing incidents of ASB, the Portfolio Holder advised that a budget bid would be submitted for additional funding and this would be primarily for diversionary work. He added that currently, investigations into domestic homicide reviews was funding from reserves but it was likely that an application for funding to assist with those would also be submitted.

In referring to the previous external organisation used to assist with Fixed Penalty Notices being disbanded, a Member queried as to the latest situation. The Portfolio Holder advised that the Council had appointed an alternative company who were in the process of mobilisation, but this was unfortunately taking longer than expected. The Chair requested that the Committee be provided with an update on how this would be progressed.

A Member queried whether the recent spate of anti-asylum seekers protests were affecting ASB figures and also the placement of flags on lighting columns. The Portfolio Holder responded by stating that he had not seen the level of protests that had happened elsewhere and the one that had taken place had been well policed and had seen no incidents. The Portfolio Holder explained that the undoubted patriotic intent in putting up flags was understood however, the placement of flags on lighting columns could be irresponsible, if they came loose and fell into the path of a motorist they could be the driver at risk.

CI Collings added that he had been appointed as the officer in charge of the recent protest at Castle House. He commented that such protests were likely to reduce in number as the season changed to autumn, adding that community cohesion was a challenge for the Police.

In referring to knife crime, a Member advised that she had attended an event at the YMCA which had been run by young people. She advised that they had presented some good initiatives to combat knife crime. The Portfolio Holder commented that such incidents were rare in Newark. CI Collings advised that his Officers attended primary schools to teach the students about being a good citizen and it was hoped that this would be the best way to educate them from a young age.

In concluding the debate, the Chair stated that it was the responsibility of adults that respected the Police to actively promote how to be a good citizen. He requested that Members be kept informed of any upcoming events, such as that held at the YMCA.

AGREED (unanimously) that the response of the Portfolio Holder for Public Protection & Community Relations to the questions raised be noted.

137 PROJECTED GENERAL FUND & HRA REVENUE AND CAPITAL OUTTURN REPORT TO 31 MARCH 2026 AS AT 30 JUNE 2025

The Committee considered the report of the Business Manager – Financial Services which provided Members with the forecast position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets. The report also provided Members with information as to the performance against the approved estimates of revenue expenditure and income and on major variances from planned budget performance, in accordance with the Council's Constitution.

Details were provided as to the current position (as at 30 June 2025) variances. Table 1 showed an unfavourable variance against the revised budget of £0.395m on service budgets with an overall favourable variance of £0.303m that would require transferring to the General Fund reserve. Table 2 provided an overview of projected Housing Revenue Account (HRA) Outturn for 2025/26 with an unfavourable variance on the net cost of HRA Services against the revised budget of £0.355m and a reduced transfer to the Major Repairs Reserve of £0.409m. Details of the overview of the Projected Capital Outturn 2025/26 were also provided.

In considering the report, Members referred to the number of vacancies and if consideration had been given to whether local government reorganisation (LGR) would have an impact on these figures going forward in relation to budget provision. The Business Manager advised that the budgets had been built prior to LGR being implemented. He added that a reduction in staff numbers was not anticipated but that LGR would be factored into the budgets for 2026/2027.

AGREED (unanimously) that:

- a) the General Fund projected favourable outturn variance of £0.303m be noted;
- b) the Housing Revenue Account projected unfavourable outturn variance of £0.409m to the Major Repairs Reserve be noted; and
- c) the Capital Programme revised budget and financing of £55.240m be noted.

138 COMPLIANCE UPDATE - HOUSING PERFORMANCE Q1

The Committee considered the report presented by the Compliance Manager – Housing Maintenance & Asset Management which sought to provide Members with the performance position as of 30 June 2025 (Q1) for housing related compliance and to provide an update on activities in the service area.

The report set out how performance was rated, as recommended by the external auditors and the Regulator of Social Housing. It also included information on performance in relation to the reported cases of damp and mould. Paragraph 3 of the report set out the performance exceptions with these being noted as: gas servicing domestic; fire safety checks; fire door inspections; asbestos domestic and communal; water safety; stair lifts; EICR certifications less than 5 years old; and solid fuel and soil servicing, each with commentary as to the reason for the exception.

Members commented in general on the information contained in the report with the Chair thanking officers for their ongoing work in relation to reported cases of damp and mould.

AGREED (unanimously) that:

- a) the exceptions to performance of the housing service compliance functions be noted;
- b) the interim arrangements for monitoring damp and mould ahead of the introduction of Awaab's Law be noted; and
- c) the ongoing actions to improve and maintain performance be noted.

139 COMPLIANCE UPDATE - CORPORATE ESTATE ANNUAL REPORT

The Committee considered the reported presented by the Development Manager – Corporate Property which sought to update Members on compliance management across the corporate estate, focusing on corporate estate and tenanted properties. The report provided a high-level overview of the core elements of the compliance related activities.

It was reported that the corporate compliance budget for the 2025/2026 financial year was £291,760.00 and was for the full programme of statutory compliance servicing across 22 corporate sites. Compliance servicing, inspections and testing included: fire, gas and electrical safety; legionella; asbestos; air conditioning systems; lifts and lifting equipment; and fall arrest systems with the servicing being carried out in accordance with legislative and regulatory requirements. Details of service improvements; tenant compliance monitoring details; and the future work plan were all included within the report.

A Member raised the issue of poor performance by an external contractor, specifically in relation to gas inspections, and how this would be resolved. The Member also queried whether the Council had suitable protections in place should the situation occur. The Development Manager advised that prior to a contract being awarded, gas contractors were subject to interview and receipt of suitable references to ensure they would provide a robust service.

In considering the report, the Chair requested further information be included in future reports in relation to how the Council engaged with external contractors.

AGREED (unanimously) that the content of the report and the work being undertaken across the corporate estate be noted.

140 HOUSING OMBUDSMAN COMPLAINT HANDLING CODE SELF-ASSESSMENT

The Committee considered the report presented by the Business Manager – Customer Services which sought to provide Members with an update of the completion of the Housing Ombudsman Complaint Handling Code.

The report set out that the Housing Ombudsman (HO) Complaint Handling Code “the Code” set out best practice for landlord’s complaint handling procedures to enable a positive complaints culture across all landlords within the social housing sector. The Code became a statutory duty on 1 April 2024 with the HO having a legal duty to ensure landlords complaint procedures and response were compliant. Part of the Code requires landlords to submit an annual submission of a self-assessment, detailing their compliance against the Code. The report listed the 9 sections of the Code and detailed that the self-assessment had been completed and reviewed by the Council’s Tenant Engagement Board, noting that in all but one area the Council was compliant and that this was due to issues with reports being submitted to the appropriate committee, which the HO was aware of.

AGREED (unanimously) that:

- a) the completed Housing Ombudsman Complaint Handling Code Self-Assessment be endorsed; and
- b) the completed Housing Ombudsman Complaint Handling Code Self-Assessment be recommended to the Governance, General Purposes & LGR Committee for approval and that it be published on the Council’s website.

141 LOCAL GOVERNMENT SOCIAL CARE OMBUDSMAN ANNUAL REPORT

The Committee considered the report presented by the Business Manager – Customer Services which sought to provide Members with information in relation to the Local Government & Social Care Ombudsman (LGSCO) Annual Review Letter.

The report set out that the LGSCO produced an annual review letter detailing the number, type and decisions made in relation to each authority. The review letter was attached as an appendix to the report and detailed that 16 complaints and decisions had been made relating to services provided by the Council. This was in comparison to 11 received and 9 decisions made for 2023/2024. An explanation of how complaints were dealt with was provided at paragraphs 2.2 and 2.3 of the report. Table 2 within the report set out the category of complaint and the outcome of each decision.

AGREED (unanimously) that the contents of the report be noted.

The Committee considered the report presented by the Waste & Recycling Manager which sought to provide Members with the Council's progress towards the new legislative requirements and the impact that the changes would have on the authority.

The report set out the key parts of the Government's Simpler Recycling Strategy and how this would directly impact on the Council. It was reported that the recycling policy was being introduced over a period of 2 and a half years with the requirements to beginning food waste collections being delayed by a further 18 months for contractual stated reasons. A summary of the timelines for implementation were provided at paragraph 1.11 of the report with paragraphs 2 and 3 detailing the future changes for both commercial and domestic waste collection services. The full financial implications were set out for the Committee at paragraph 4.1 onwards.

In noting the proposed changes to food waste collection and the impending local government reorganisation (LGR), a Member suggested that in order to realise costs savings and efficiencies, this should be a county-wide scheme. The Waste & Recycling Manager advised that the date for implementation of the new collections was before the date for LGR but acknowledged that efficiencies could be achieved thereafter.

In relation to the issue of battery disposal and vapes and the possible consequences therefrom, a Member requested that information as to their safe disposal be publicised. The Waste & Recycling Manager advised that the Council did collect batteries but that they must be left on the lid of the bin in a carrier bag. These would then be safely disposed of at the Veolia plant. He added that there was currently nothing in place for the collection of vapes and that there had been instances of fires in collection vehicles when they had been incorrectly disposed of.

Members agreed that recycling must be made as simple as possible for residents and queried whether consideration was being given to the size of bins issued to new properties. The Waste & Recycling Manager advised that this had not yet been discussed, noting that there would be issues with the storing of all the necessary bins at some addresses. He added that a review would be needed in the future to look at the composition of all waste products.

In closing the debate, the Chair welcomed the report and requested that continued updates be provided to the Committee.

AGREED (unanimously) that:

- a) the current status of the project be noted; and
- b) further update reports be provided to the Policy & Performance Improvement Committee.

The Chair agreed to amend the running order of the Agenda and to merge the reporting of the Digital Strategy Refresh Working Group Outcomes and the Digital Strategy 2025/2028.

143 DIGITAL STRATEGY 2025-2028 AND DIGITAL STRATEGY REFRESH WORKING GROUP OUTCOMES

The Committee considered the report presented by the Transformation & Service Improvement Officer which sought to update Members on the work and outcomes of the Digital Strategy Refresh Working Group.

The report set out the main areas which the group had considered, the membership of the group and the agreed objectives. The outcomes and recommendations of the group were detailed at paragraph 2.0 of the report.

The Committee also considered the report presented by the Data & Digital Innovation Team Leader together with the Business Manager – Customer Services which sought to update Members on the outcome of the Working Group; survey results of stakeholders; and how these had been used to develop the new Digital Strategy for 2025/2028.

The report provided a detailed explanation of how digital initiatives were increasingly vital to the wellbeing and progress of communities, shaping how residents' access essential services, engage with local government and participate in the digital economy and how all these aspects were reflected in the new Digital Strategy. The new strategy was appended to the report for Members consideration.

In considering the reports, Members made a number of observations.

In relation to the use of artificial intelligence (AI) a Member commented that its potential was not yet fully understood, adding that there would be a requirement for both staff and Members to be trained and supported to be able to use it effectively.

A Member queried whether online security in relation to AI had been factored into the Strategy, citing phishing and whaling and whether there was capacity to enhance training should gaps be identified. The Data & Digital Innovation Team Leader advised security underpinned all digital interactions and that training undertaken by Officers and Members was monitored.

AGREED (unanimously) that:

- a) the Digital Strategy for 2025/2028 be endorsed and forwarded to Cabinet for approval; and
- b) the findings of the Digital Strategy Refresh Working Group together with the results of the stakeholder surveys conducted and used to provide an insight for the 2025/2028 Digital Strategy be noted.

144 COMMUNITY PLAN PERFORMANCE Q1

The Committee considered the report presented by the Senior Transformation & Service Improvement Officer which sought to provide Members with the Q1 Community Plan Performance for 1 April to 30 June 2025.

In considering the report, Members asked a number of questions.

In relation to Yorke Drive, a Member queried whether works had commenced on the redevelopment. The Senior Transformation & Service Improvement Officer advised that she would provide a written response to the Committee.

In referring to the Measuring Success table (agenda page 160) a Member noted that traditionally Q1 was the most challenging period and queried whether there was potential for Officers to be reassigned to assist with a spike in calls. Members were advised that Business Managers had flexibility to focus on areas of high volume with the Director – Customer Services & Organisational Development adding that Officers worked additional hours to deal with the spike in work, noting that there was a high level of expertise required to deal with such calls.

AGREED (unanimously) that the report be noted.

145 UPDATE ON LIFE CHANCES FOR GIRLS WORKING GROUP

In the absence of the Chair of the Working Group, the Director – Customer Services & Organisational Development provided Members with a verbal update of the work undertaken by the group to-date.

146 CABINET FORWARD PLAN (AUGUST TO NOVEMBER 2025)

NOTED the Forward Plan of the Cabinet for the period August to November 2025.

147 8 JULY 2025 - CABINET MINUTES

NOTED the Minutes of the Cabinet meeting held on 8 July 2025.

148 REVIEW OF HERITAGE & CULTURAL EXPENDITURE

The Committee considered the Topic Request Form to establish a Working Group to review the expenditure of Heritage & Culture. As was usual practice, all Members of the Council would be invited to express an interest in participating in the Working Group with the chair of the Policy & Performance Improvement Committee and the Chair of the Working Group determining the membership, which would be a maximum of 9 members.

AGREED (unanimously) that a Review of Heritage & Cultural Expenditure Working Group be established with the following Policy & Performance Improvement Members expressing an interest in participating in the Group.

Councillors: Alice Brazier
Celia Brooks
Andy Freeman
Jean Hall
Simon Haynes
David Moore (Chair)
Neil Ross

Neil Allen (PPIC Substitute)
Peter Harris (PPIC Substitute)

149 PROVISIONAL ITEMS FOR FUTURE AGENDAS

NOTED the provisional items for future meetings of the Policy & Performance Improvement Committee.

Meeting closed at 8.35 pm.

Chair



Report to: Policy & Performance Improvement Committee – 6 October 2025

Director Lead: Suzanne Shead, Director - Housing, Health & Wellbeing

Lead Officer: Nicola Priest, Housing Regulatory Compliance Manager

Report Summary	
Report Title	Tenant Satisfaction Measures (TSM) Survey 2024/25
Purpose of Report	To present the tenant satisfaction measures (TSM) survey report.
Recommendations	That the Policy & Performance Improvement Committee note: a) the content of the report; and b) that this report has been presented to SLT and the Tenant Engagement Board.

1.0 Background Information

- 1.1 In November 2020, the Government published the charter for social housing residents – social housing white paper which set out ways to improve things for people living in social housing. As a result of this, the Regulator for Social Housing (RSH) brought in a range of tenant perception satisfaction measures so tenants could see how landlords are performing and identify which landlords might need to improve.
- 1.2 Landlords with 1,000+ properties are required to carry out the TSM survey annually and submit their results to the RSH by 30th June each year. The Council carried out its second annual survey during 2024/25. The full report findings are presented within Appendix 1
- 1.3 As well as the mandatory 12 survey questions, the survey also asked a few optional questions, which are permitted as part of the survey exercise to establish satisfaction with lettings and gas servicing and asked tenants if they would like to be involved.
- 1.4 Part of the RSH survey requirements is that weighting must be applied where the survey sample base is not fully representative of the wider tenant base. Weighting has not been required as our sample is proportionally representative.
- 1.5 The summary table below shows the latest year performance, the previous year performance (2023/24) and the direction of travel / percentage change between 2024/25 and 2023/24. Whilst some measures have declined, it is pleasing to see that many have increased, with a marked increase in satisfaction with complaints, contribution to the neighbourhood and communal areas.

	24/25 Result	23/24 Result	Change
TP01 Overall satisfaction	77.2%	77.2%	/
TP02 Overall repairs service	72.3%	75.2%	-2.9
TP03 Repairs: Time taken	65.5%	69.0%	-3.5
TP04 Home is well maintained	77.1%	76.3%	+0.8
TP05 Home is safe	82.5%	84.7%	-2.2
TP06 Listens to views & acts upon them	67.2%	68.1%	-0.9
TP07 Keeps informed	72.4%	70.3%	+2.1
TP08 Treated Fairly & with Respect	82.4%	80.7%	+1.7
TP09 Approach to complaints	44.3%	27.1%	+17.2
TP10 Communal areas	71.5%	65.7%	+5.8
TP11 Contribution to Neighbourhood	71.9%	64.3%	+7.6
TP12 Approach to Anti-social behaviour	64.4%	61.3%	+3.1

- 1.6 The TSM survey was conducted by 70% telephone and 30% online for both years, so whilst approximately 10% of tenants were surveyed and it is extremely unlikely any of the same tenants will have been surveyed both times, this gives the closest to a like for like survey that can be achieved.
- 1.7 Last year, as a result of the 2023/24 TSM results, Business Managers within the service set a number of actions with the aim to improve performance. This progress was reported to SLT and HAB on a quarterly basis. The final position for 2024/25 against the actions is presented within the TSM Action Plan at Appendix 2.

2.0 **Proposals/Options Considered**

- 2.1 Business Managers will use the latest year's data from the report to understand the underlying issues and drive service improvements. The resulting actions have been included within the ongoing action plan for 2025/26.

3.0 **Implications**

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN25-26/791)

- 3.1 There are no direct financial implications resulting from this report. All follow on actions will be met within existing resources and budgets. (Relevant Officer: Megan Lilley – Financial Services).

Legal Implications

- 3.2 There are no legal implications resulting from this report.

Human Resources

- 3.3 There are no human resources implications resulting from this report.

Digital & Cyber Security

- 3.4 There are no Digital and Cyber Security implications resulting from this report.

Equality and Diversity

- 3.5 It is recommended by the Regulator of Social Housing to offer more than one survey method. Two survey options are used for the survey; telephone and online.
- 3.6 Surveys are carried out across 12 months, on a weekly basis, on different days and different times. Whilst this is a sample survey, this enables tenants to take part at a convenient time.
- 3.7 The sample is representative of NSDC's tenant population

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None



Report to: Policy & Performance Improvement Committee – 6 October 2025

Director Lead: Suzanne Shead, Director - Housing, Health & Wellbeing

Lead Officer: Cara Clarkson, Business Manager – Healthy Places

Report Summary	
Report Title	Annual Outturn – Health Improvement & Community Development Teams
Purpose of Report	To provide a cover report for the Committee on delivery within the Health Improvement & Community Development Teams during 2024-25, with a presentation to be delivered on the night.
Recommendations	That the Policy & Performance Improvement Committee note the delivery within the Health Improvement and Community Development Teams.

1.0 **Background**

- 1.1 The Community Development and Health Improvement Teams have historically sat within the Regeneration & Housing Strategy Business Unit. A review in 2024-25 has realigned existing resource to provide a stronger focus on front line delivery in the coming years, including focusing on delivering key projects within the capital programme (Yorke Drive, Ollerton Town Centre and 3G Pitches) and enhancing the capacity within the Health Improvement (now Healthy, Active Lifestyles Team) to tackle health inequalities, including food insecurity, across the district.

2.0 **Key Updates to be covered in presentation**

- 2.2 A presentation will be delivered to the committee detailing the range of projects and work undertaken during 2024-25, providing an insight into the impact of these teams in developing healthy, resilient and self-sufficient communities. An overview of the key areas to be covered is attached at **Appendix 1**.

3.0 **Implications**

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN25-26/2838)

- 3.1 There are no financial implications arising from this report.

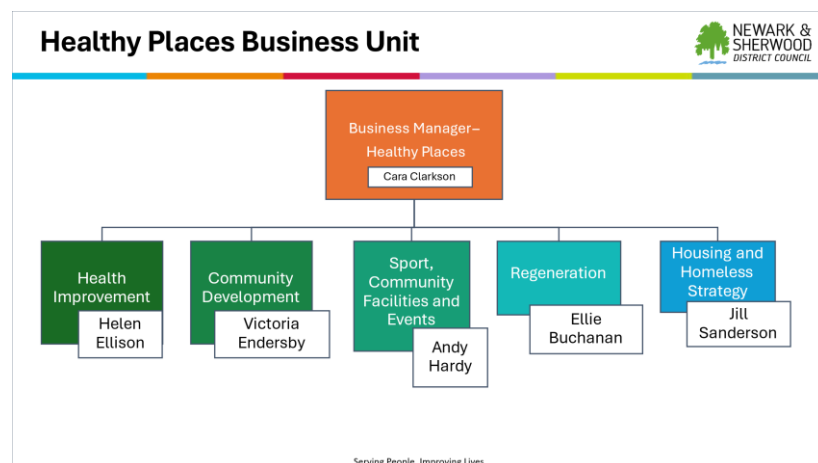
Equality Implications

- 3.2 There are no additional Equality implications arising as a result of this update report. The work of the Health Improvement and Community Development Teams aims to decrease inequalities across the district by providing opportunity for residents to engage in active lifestyles, and by creating opportunities for genuine community empowerment with all voices are heard and reflected in service design and delivery.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

APPENDIX ONE



Community Development

Grant Schemes

- Community Grant Scheme
- EEM
- National Events

Cost of Living Response

- Hygiene boxes
- Food club support
- Fuel Vouchers
- School uniform support

Locality Working

- Community infrastructure
- Litter Picking
- Supporting VCS organisations

Serving People. Improving Lives.

Community Development

Under-represented groups

- GRT
- Veterans
- Older persons
- Young people
- Refugee and resettled persons

Events delivery

- Tour of Britain
- County Show
- Notts Day
- Volunteer Thank you
- Newark and Sherwood Community and Sports Awards

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Community Development



HART

- Response to any civilian emergency – flooding, pandemic etc



Community Lottery

- Maintenance of licence with gambling commission
- Lottery Draws
- Ticket promotion



Partnership Agreements

- Citizens Advice
- Home start
- Live and Local
- CVS

Serving People. Improving Lives.

Health Improvement



Strategic engagement within Primary and Secondary Health



Food Co-ordinator role

- Growing
- Cooking
- Health Eating



Health campaigns

- Know Your Numbers
- Living Well booklet
- Barbers Initiative

Serving People. Improving Lives.

Health Improvement



Staff Wellbeing – Internal and External

- Body MOT's
- Thrive at Work - Foundation Award
- Carer Friendly Employers Award



Neighbourhood working

- Investing in Communities – Hawtonville
- Building Blocks of Health

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Report to: Policy & Performance Improvement Committee: 6 October 2025

Director Lead: Suzanne Shead, Director - Housing, Health & Wellbeing

Lead Officer: Cara Clarkson, Business Manager – Healthy Places
Jill Sanderson, Senior Housing Strategy & Development Officer

Report Summary	
Report Title	Affordable Housing Delivery Report 2024/25
Purpose of Report	To provide the Committee with details of affordable housing delivery across the district for the financial year 2024/25, including progress on the 5-year Housing Revenue Account Development Programme.
Recommendations	That the Policy & Performance Improvement Committee note the affordable housing delivery and progress with the Council's five-year HRA development Programme, making any observations as appropriate.

1.0 Background

- 1.1 The delivery of additional affordable homes across the district continues to be a key objective in the Council's revised Community Plan 2023 – 2027. Objective two of the Plan seeks to '*Increase the supply, choice and standard of housing*'.
- 1.2 The Council has a proud track record of delivering affordable housing, second only to Rushcliffe Borough Council in affordable housing delivery since 2013, with 1090 dwelling delivered.
- 1.3 The District's new Housing Strategy and Delivery Plan 2023 – 2028 further prioritises the delivery of affordable housing to meet local need (Priority Two) stating that the Council will continue to understand the need for a full range of affordable housing in the district including type, tenure and location, deliver a range of affordable homes that meet the needs of local residents and workers, work in partnership with Registered Providers (RP's), private developers and local landowners to accelerate the delivery of rural affordable housing and continue to develop new Council owned affordable housing through the extension of its 5 Year Housing Revenue Account Programme.
- 1.4 The Council provides a robust evidence base of housing need through its District Wide Housing Needs Assessment 2020, parish housing needs surveys and data from its Housing Register which details an ongoing requirement to develop a mixed provision of affordable homes to meet the needs of younger people (inc. Care Leavers), families with young children, older people, people with disabilities and veterans across the district's urban and rural communities (Arc4 Housing Needs Survey 2021). A new district wide survey will be commissioned in the Autumn of 2025 with an estimated completion date of December 2025/January 2026.

- 1.5 The Council, along with enabling the supply of new affordable housing, continues to deliver directly new-build Council owned homes split across six phases totaling 352 properties. Phase five (the final phase) of the 5 Year HRA Programme was completed in the summer of 2024. The Council's Cabinet at its meeting on the 19 September 2023, approved a new phase of additional development and is extending its programme to include a further fifty units utilizing S106 Contributions, Right to Buy Receipts and any external funding that can be secured.

2.0 S106 Affordable Housing Delivery

- 2.1 In addition to the Council's own developments, a range of approaches are adopted to secure the delivery of new affordable housing units in the district, through working with Housing Associations (not-for-profit Registered Providers), for-profit Registered Providers and developers to provide 100% affordable housing schemes and S106 housing.
- 2.2 Local Planning Authorities typically require Developers to provide a percentage of affordable housing secured through a S106 legal agreement. The District Council's policy requires thirty per cent of all new-build residential development schemes to be an affordable product. (60% social/affordable rent, 25% First Homes and 15% Shared Ownership). The affordable dwellings are usually purchased by Registered Providers at a discounted rate and then let as affordable rent (80% of market rent) or sold as shared ownership. The First Homes element is sold with a 30% discount by the developer.
- 2.3 The past three years has seen developers face some challenging market conditions including a reduced number of registered providers bidding for their S106 properties. This is a nationwide issue and is affecting all localities. Developers in the Newark and Sherwood area are approaching most, if not all, Registered Providers operating in the district and are receiving a reduced level of interest. The reasons for this are multifaceted, but there has been a shift away from RPs acquiring 'ready-made' S106 stock towards buying land and tailoring schemes to their own requirements and preferences from the outset. Although this route is sometime susceptible to planning delays it does allow RPs to access and utilize grant funding from Homes England's Affordable Homes Programme (as a strategic partner) which cannot be accessed when acquiring S106 stock.
- 2.4 Other factors affecting RP's reduction in S106 appetite are:
- a) the additional investment required to meet new required regulations/standards such as fire safety, (Grenfell) damp and mould (Awaab's Law).
 - b) seeking only larger S106 schemes due to economies of scale.
 - c) Increased Revenue costs (borrowing, construction and labour) set against rents (which are controlled).
 - d) Restrictions on title particularly in rural areas i.e., designated protected areas.
 - e) They are often unable to secure the design standards/specifications they seek from developer led schemes (making long term maintenance more difficult).
- 2.5 Of concern to some RP's are the Private management companies often in place in developments for the management of open space and communal landscaping or play areas. This means the RP has no control over service and estate charges which may become unaffordable. Previously a District or Parish Council would have undertaken this responsibility.

- 2.6 All the above factors have led to Registered Providers scaling back their S106 acquisitions and development programmes. Whilst some of the issues can be resolved through the planning process i.e., design standards/specifications, most are external forces out of the Council's control. One way to make up the shortfall in cost is for RPs to secure additional grant for the S106 element of a development but this is usually disallowed by Homes England as S106 housing is considered as planning gain and is a policy requirement.
- 2.7 The Council is considering options around S106 housing on an individual scheme basis. The Council has in the past converted affordable rent to a shared ownership product at Bilsthorpe to retain on-site affordable housing through a for-profit registered provider. The Council has agreed (Jill find date) to purchase a small affordable rented S106 scheme (8 units) in Collingham (due 2026) as part of the S106 requirement on a development that was unsuitable for affordable housing provision.
- 2.8 The Council continues to make every effort to retain S106 housing on site and has considered the following alternative options: -
- a) tenure changes to include converting affordable rent to either shared ownership, or discount for sale.
 - b) Convert all S106 to a discount for sale/First Homes product with the addition of a commuted sum payment or seeking a higher level of discount than the required 30%.
 - c) Seek 100% commuted sum payments in lieu of on-site delivery. This does, however, in the short to medium term have the potential to have an impact upon the district's homelessness levels, waiting lists and temporary accommodation numbers.
- 2.9 The Council is aware that some Registered Providers still have some S106 capacity in their programme and are working with them to ensure that developers are aware of this. Homes England has developed a database of Section 106 Affordable Housing opportunities. It contains details of housebuilders uncontracted and unsold S106 affordable homes across England to enable housebuilders, RP's and local authorities to access available affordable housing (December 2024).
- 2.10 Looking forward, alongside a review of the findings of the Housing Market Needs Assessment results in January, the Council will be considering alternative options to bolster s.106 and third party affordable housing alongside the Government's pledge to build 1.5 million homes over the next ten years.

3.0 Housing Need

- 3.1 The delivery of affordable housing is set against the Council having a robust evidence base of housing need. In 2020 the Council commissioned Arc4 Consultants to commence a district wide housing needs assessment, the findings of which were presented to the Homes and Communities Committee in January 2021.
- 3.2 The 2020 assessment indicated a total net affordable housing need of 1,566 units per annum (677 @ 2014) and after deducting the annual supply of housing, the shortfall for the next 5 years was 243 homes per annum (152 @ 2014). The main variances between the 2014 DCA affordable need data and the current data are a higher total backlog need who require affordable housing and a lower level of newly arising need because market prices are affordable to around 80% of newly forming households.

3.3 The Council owns 5567 dwellings (31 March 2025), with eight homes being sold through the Right to Buy in 2023/24.

3.4 There are currently 2949 applicants on the Council's housing register (31 March 2025), a decrease of 1465 on the previous year. The Council has moved its housing register to a new system during the early summer.

4.0 Affordable Housing Delivery 2024/25

4.1 Over the past 19 years, a total of 1,938 additional affordable homes have been provided across the district, through S106 planning agreements, 100% affordable housing developments, rural exception sites and the Council's own developments.

4.2 Between April 2024 and March 2025, 129 additional affordable homes have been built across the district (located in Balderton, Bilsthorpe, Rainworth, Walesby, Ollerton, Edwinstowe, Southwell and Hawtonville). Set against the need for 243 new affordable homes per annum and the delivery of 129 new builds, this means there is a supply shortfall of 114 affordable homes this year. The approaches to deliver these are outlined below:

Social Rent	Affordable Rent	Intermediate Housing (Shared Ownership)	Discount for Sale	Total
0	83	46	0	129

Section 106 Agreements and 100% Affordable Housing Schemes

Developer S106 Agreement	Developer 100% Affordable Housing	HRA Development	Total
83	24	22	129

The table below details the location of the affordable housing units delivered through Section 106 planning agreements and 100% affordable housing schemes.

Location	Affordable Ownership	Affordable Tenure				Unit Type
		Affordable Rent (AR)	Shared Ownership	Discount for	Total Delivered	
Registered Provider 100% Affordable Housing Schemes – 24 Units						
Bilthorpe Eakring Road	Places for People (Keepmoat site)		24		24	6x 4 bed houses, 14x 3 bed, 4x 2 bed
HRA Development Programme (Council Owned – Year 6) – 22 units						
Balderton Hawton Lane	NSDC Affordable Rent	1				1x 3 bed house
Edwinstowe Land off Gaitskill Crescent	NSDC Affordable Rent	2				2x 1 bed bungalows

Rainworth Southwell Road	NSDC Affordable Rent	1				1x 2 bed bungalow
Walesby Manor Close	NSDC Affordable Rent	1				1x2 bed bungalow
Hawtonville Eton Avenue	NSDC Affordable Rent	5				3x 1 bed bungalows, 2x 2 bed bungalows
Ollerton Firview Ollerton	NSDC Affordable Rent	2				2x 1 bed bungalow 1x2 bed bungalow
Southwell Kings Court Southwell	NSDC Affordable Rent	1				1x 1 bed flat
Balderton Wolfit Avenue	NSDC Affordable Rent	2				2x 1 bed bungalow
Norwell Ex garage site	NSDC Affordable Rent	2				2 x 2 bed house
Norwell Norwell Fairvale	NSDC Affordable Rent	1				1x 1 bed bungalow
Clipstone The Drive	NSDC Affordable Rent	3				3x2 bed bungalows
Balderton Nightingale Close	NSDC Affordable Rent	1				1x bed bungalow
S106 Affordable Housing - (Developer Contributions) – 83 units						
Bilthorpe	Places for people Sherwood Grange Colliery Way, Miner's Close	1	2		3	1x3 bed houses, 2x 2 bed houses
Fernwood	Jigsaw Greater Fernwood Elsham Place, Hadrian Grove, Lysander Place	43				14x1 bed flats, 16x 2 bed houses, 13x 3 bed houses
Bilthorpe	Heylo The Pastures, Sir Bryan Way		1			1x 3 bed house
Newark	Heylo The Boulevard Middlebeck		7			2x 4 bed houses, 5x 3 bed houses
Blidworth	Heylo The Green Forest New Lane		6			3x3 bed houses, 3x 2bed houses
Edwinstowe	Jigsaw Thorseby Colliery, Hewers Way, Davy Avenue	5				2x1 bed flat, 3x 2 bed houses
Fernwood	Platform Kingsmeadow	5	6			2 and 3 bed houses
Edwinstowe	Jigsaw Vale Development, Ollerton Road	7				4x3 bed houses, 3x2 bed houses
		83	46			

5.0 **Anticipated Affordable Housing Delivery**

- 5.1 The following table identifies the number of units currently anticipated to be delivered over the next four to five financial years.

- 5.2 It is difficult to provide an accurate picture beyond 2030 as further sites may come forward through the planning system, some sites may be delayed (*especially those major developments phased over a long build period*) and national funding/policy arrangements may change:

Scheme Details	Registered Provider (Owner)	No. of Units (Aff)	Type: AR (Affordable Rent) SO (Shared Ownership)	Progress
S106 Affordable Housing (Developer Contributions) – 144 units				
Southwell The Vineries, Cameron Homes	Not Known	9	AR & SO	Start on Site Nov 24
Balderton Fernwood Extension – meadows south 49 Plus a new one for 49 but not on site -	Not Known = awaiting permission	120	TBC	No start on site for the affordable housing
Gusto Station Road	NSDC	8	Affordable rent	
Castle Gate Leisure Centre Conversion to apartments		7	2 bed and 1 bed flats and studio	
100% Affordable Housing Schemes –Units				
Newark Yorke Drive (Regeneration Project)	NSDC No permission	110	2 & 3 Bed houses	On site
Ollerton Town Regeneration		3		
Clipstone Former Colliery Site	Platform	126	AR (86) & S/) 40	
Rainworth Land off Kestrel Rise	Homes by Honey	41	Affordable rent	
Bilthorpe Land at Farnsfield Road South of Ivy Gardens	D Hyde	9	2 bed and 3 bed houses and bungalows	
Edwinstowe Mansfield Road	Morro	50	2 bed and 3 bed houses and bungalows	
Newark Bowbridge Lane		87	1 bed, 2 bed and 3 bed houses and bungalows	
Council Owed HRA Development – Phase 6 – 25 units				
Lowfield Lane	HRA	9	1 bed and 2 bed flats, houses and bungalows	On site
The Greenway	Rolleston	5	3x 2 bed houses 2x 2 bungalow	Planning appeal (not upheld)
Bowbridge Road Site	Newark	5	Bungalows	On site
Church Circle Ollerton	Ollerton	5	Houses	On site
	Total	594		

6.0 Rural Exception Sites

- 6.1 Traditional rural exception sites, in accordance with Planning Policy, are schemes solely for the development of affordable housing on land within or adjoining existing small rural communities which would not be otherwise released for general market housing. The evidence to support the development of such sites includes the commissioning of a parish housing needs survey to determine the type and tenure required.
- 6.2 The updated National Planning Policy Framework (2023) introduces in Paragraph 73 an exception site policy for community led housing development and provides that local authorities should seek opportunities to support small sites to come forward for community led housing, self-build and custom build housing, It will be interesting to see whether this incentivises more applicants to deliver rural housing schemes alongside traditional rural exception sites.
- 6.3 The Council has a long-standing partnership with Nottingham Community Housing Association (NCHA) and East Midlands Rural Housing Association known as the Trent Valley Partnership which has delivered over seventy-five affordable dwellings in rural exception site locations across the district with a further twenty-five in the pipeline. NCHA are working towards delivery of two additional rural affordable housing schemes at Oxton (12 units) and Epperstone or Eakring (12 units) subject to continued parish consultation, land availability and planning approval.

7.0 Housing Revenue Account - Development Programme

- 7.1 The Housing Revenue Account (HRA) 5-year Development Programme commenced in 2017 with a target of 335 dwellings over five phases which will be met by July 2025 within the budget set by the Council. Cabinet on the 19 September 2023, agreed to extend the HRA Development Programme to provide fifty additional units (385 units in total) (Phase 6) subject to capacity and affordability. This will ensure that the Council continues to meet the housing needs in the district. Total number of completed dwellings is 336 with a further 15 dwellings under construction due for completion 2025, with planning permission granted for an additional 20 dwellings due to start on site in 2025.
- 7.2 The average build costs per unit in 2025 including all external works, prelims and abnormal items due to small sites being delivered on ex-garage sites, is £210,000.

8.0 Better Care Fund

- 8.1 The Better Care Fund continues to fund the Council's grant programme for Disabled Facilities Grants, discretionary Top Ups and Minor Works Grants. In 2024/25 there were one hundred and twelve (112) completions plus twelve (12) interim payments at a total cost of close to £1,030,000. However, it should be noted that there were also £414,000 worth of commitments for grants that have been approved but are awaiting a contractor to start the works that would be carried out in early 2025/26. The authority has also received Nottinghamshire County Council referrals for a further twenty-six (26) schemes with an approximate value of £548,000, which had yet to be approved at year end.

9.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN25-26/8564)

9.1 Affordable Housing Delivery

- 9.1.1 As described in paragraph 2.1, there are range of approaches which secure the delivery of new affordable housing units in the district. Through Housing Associations, Registered Providers and developers along with our own Council House Development Programme.
- 9.1.2 During 2024/25, no new receipts were received in S106 monies, in lieu of on-site affordable housing delivery. However, £234,747.64 of existing receipts were utilised for financing to support the spend on the Council House new build programme.
- 9.1.3 The Council spent £5.569m in 2024/25 on the Council House Development Programme, which contributed to the delivery of 22 additional units and 1 conversion. The final part of Phase 5 will be completed in 2025/26.
- 9.1.4 Other sources of financing for the programme includes using the Major Repairs Reserve (MRR), RTB 1-4-1 Receipts and Borrowing.

Better Care Fund

- 9.1.5 In 2024/25 The Council received £1.323m from the Better Care Fund, for Disabled Facilities Grants (DFG), and other DFG activity such as Warm Homes on Prescription. Annual spend is incurred and reported through the Capital Programme.
- 9.1.6 Any new schemes or additional spend as a result of the discussions on independent living will be reported to a future Cabinet meeting.

9.2 Equality and Diversity Implications

- 9.2.1 The Council's housing needs evidence base informs the type of affordable housing to be delivered across the district to meet the needs of all communities, including those with protected characteristics.
- 9.3 All other implications such as Data Protection, Digital and Cyber Security, Human Resources, Human Rights, Legal, Safeguarding and Sustainability have been considered, and no comments are required.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None



Report to: Policy & Performance Improvement Committee - 6 October 2025

Director Lead: Matt Finch Director – Communities & Environment

Lead Officer: Matthew Norton, Business Manager – Planning Policy & Infrastructure,
Nick Law, Ecology & Biodiversity Lead Officer

Report Summary	
Report Title	Nottingham & Nottinghamshire Draft Local Nature Recovery Strategy Consultation
Purpose of Report	To update Members of the production and consultation on the Local Nature Recovery Strategy by Nottinghamshire Council and to endorse the District Council's proposed response at the final consultation stage prior to publication of the strategy.
Recommendation	That Policy & Performance Improvement Committee consider the proposed recommendations and forward to Cabinet for approval as the Council's response to the final consultation prior to publication of the Local Nature Recovery Strategy.

1.0 Background

- 1.1. A report was presented to the Policy & Performance Improvement Committee meeting of 2 June 2025 the purpose of which was to inform members of the production and consultation on the Local Nature Recovery Strategy (LNRS) and to endorse the District Council's proposed response for consideration by Cabinet.
- 1.2. The Cabinet report highlighted how in February 2025 we commented on a pre-publication consultation on the LNRS and how many of our concerns were subsequently addressed in advance of the publication. However, there remained concerns, and these were set out in the Cabinet Report. In summary these were:
 - Overlap with sites allocated for development in the relevant local plan and overlap with existing built development (mainly in association with watercourses);
 - Grassland (insufficient grassland areas);
 - Wet Woodland Layer (potential measures inappropriate);
 - Relationship with Biodiversity Net Gain (correlation of habitat terminology); and
 - Section 2.3 of the draft Statement of Biodiversity Priorities (misleading paragraph).

1.3. On 10 June 2025 Cabinet decided to:

- 1) Approve the proposed consultation response; and
- 2) Give delegated authority to the Portfolio Holder for Climate & the Environment, in consultation with the Planning Policy Board, to comment at the next stage of the LNRS process as set out in paragraph 2.7 of the report.

1.4. Delegated authority was considered necessary as the statutory timings of the LNRS development were such that there would not be another Cabinet meeting before the District Council would have to state whether it intended to object to publication of the final LNRS. However, timings have slipped with the LNRS production such that there is now an opportunity to seek Cabinet approval to approve or object to publication of the final LNRS at the Cabinet meeting of 14 October 2025. Therefore, a report to update Cabinet further, including a recommendation to support publication of the LNRS, has been prepared and is provided as **Appendix A** of this report. The report contents are summarised below.

Overlap with Existing Built Development

1.5. This is mainly in connection with the buffering approach that has been taken in relation to watercourses. Whilst we still consider that this does not look good visually, we acknowledge that to map otherwise would be extremely time consuming and with use it should become evident that this layer can be used pragmatically. Therefore, whilst not ideal, this is not considered to be of sufficient concern to warrant an objection to the LNRS.

Poor Representation of Grassland Measures

- 1.6. The additional areas that we proposed should be mapped under relevant grassland measures were reviewed by the LNRS team and with a few exceptions were accepted. Those that were rejected were discussed, and the Biodiversity and Ecology Lead Officer was happy to accept the small number of rejections.
- 1.7. Accepting these rejections was helped by the fact that the LNRS team proposed additional areas to those that we had proposed.
- 1.8. Others had also raised concerns regarding the paucity of grassland measures and in response the LNRS team has added similar additional areas outside of our District applying the same methodology we used for our proposed additional areas.

Wet Woodland Layer

1.9. Our continuing concerns regarding the wet woodland layer were addressed by an acknowledgement from the LNRS team that in the draft Statement of Biodiversity Priorities an unfortunate 'cut and paste' error had occurred, and the wrong Potential Measures had been pasted alongside the Codes for Woodland Priorities and Potential Measures. This has now been corrected satisfactorily.

Relationship with Biodiversity Net Gain

- 1.10. We had raised detailed concerns with the LNRS team regarding this matter with the conclusion that the lack of correlation in the terminology for habitats used in the LNRS documents and the Statutory Biodiversity Metric and UK Hab habitat classification system would potentially result in additional burdens for those completing and reviewing BNG calculations.
- 1.11. In response the LNRS team have produced a supporting document to provide guidance. The Biodiversity and Ecology Lead Officer provided some framework information and additional comment for this. This will be provided as a separate guidance note rather than as an Appendix to the LNRS as originally intended; this will allow flexibility for future amendments, and this approach is considered acceptable by officers, Therefore, this matter is considered resolved.

Potentially misleading paragraph in Section 2.3 of the draft Statement of Biodiversity Priorities

- 1.12. We note that there has been no amendment or discussion regarding this. However, this is not of sufficient importance to warrant an objection to publication of the LNRS.

Additional Item

- 1.13. In addition to the grassland areas, following responses from the online survey and a specific landowner request an additional site encompassing several land parcels has been mapped for grassland and woodland measures at Lowfield Lane, to the south of the approved Lowfield Lane development.
- 1.14. These amendments, and others arising from other comments, were approved by the County Council Cabinet on 10 September 2025. On 22 September a formal 28-day consultation period will begin, during which any objections from Supporting Authorities should be made.

2.0 Proposal/Options Considered

- 2.1. As set out in the preceding section, consideration has been given as to whether any outstanding matters were of sufficient importance to warrant an objection to the final draft LNRS being published. The conclusion was that none were.
- 2.2. That Council approves the recommendation that the amended draft Nottinghamshire & Nottingham LNRS should be supported and no objection to its publication be raised.
- 2.3. That this support should be conveyed via a letter from the Director - Communities & Environment which should be provided to the LNRS team within the 28-day consultation period starting 22 September 2025.

- 2.4. When published the Local Nature Recovery Strategy will be a consideration when plan making, therefore it has relevance in respect of Ambition 6 of the Community Plan.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

3.1 Financial Implications – FIN25-26/579

There are no financial implications arising from this report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None



Report to: Cabinet Meeting: 14 October 2025

Portfolio Holder: Councillor Simon Forde – Climate & the Environment

Director Lead: Matt Finch – Communities & Environment

Lead Officers: Matthew Norton – Business Manager – Planning Policy & Infrastructure
Nick Law – Biodiversity & Ecology Lead Officer

Report Summary	
Type of Report	Open report/Key Decision
Report Title	Nottinghamshire & Nottingham Local Nature Recovery Strategy (LNRS) – Final for Publication
Purpose of Report	To inform Members of how the County Council’s LNRS development team have responded to the Council’s previous consultation response.
Recommendation	That Council raises no objection to the proposed Nottinghamshire & Nottingham Local Nature Recovery Strategy being published.
Alternative Options Considered	None, as a Supporting Authority it is considered important that the Council informs the County Council’s LNRS team whether it intends to object or not to the publication of the LNRS.
Reason for Recommendations	Officers consider that the LNRS proposed for publication is sufficiently acceptable and when published will be a consideration when plan making and therefore has relevance in respect of Ambition 6 of the Community Plan.

1.0 Background

- 1.1. In the report presented to Cabinet on 10 June 2025, officers informed Members of the production and consultation on the Nottinghamshire & Nottingham Local Nature Recovery Strategy (LNRS) being prepared by Nottinghamshire County Council and sought approval for the District Council’s response to the final draft.
- 1.2. The report informed members of the process for adoption of the LNRS and provided evidence of the Council’s engagement with the process as a Supporting Authority. This has involved attendance at in-person and online events and workshops. As part of this process officers raised several issues with the County Council’s LNRS team at the Supporting Authority consultation draft LNRS stage (March-April 2025), prior to undertaking a wider public consultation on the draft LNRS. However, officers

considered these issues were resolvable prior to the final LNRS document being published and therefore no objection to publication of the draft LNRS for public consultation was raised.

- 1.3. The County Council's LNRS team subsequently responded to the concerns raised by officers and Appendix B of the June Cabinet Report formed a proposed further response from the Council, with a recommendation that Council approve this response. Cabinet subsequently approved the response in their decision on 10 June 2025. The response was then sent to the County Council.
- 1.4. Following the close of the public consultation on the draft LNRS, the County Council's LNRS team made amendments to the LNRS and following an update to the County Council's Place Scrutiny Committee on 10 September, sought Cabinet approval (on the same day) for the amendments, thereby enabling the final version to be sent to the Supporting Authorities for the statutory 28-day pre-publication period. They received Cabinet approval and on 22 September the District Council received a copy of the LNRS proposed to be published. Supporting Authorities have a right to object to the publication of the final LNRS according to specified criteria so long as this is made before 21 October 2025.
- 1.5. In setting out the timeline for the production and publishing of the LNRS, the report highlighted how the proposed publication date did not align with the Council's Cabinet timescales. Therefore, it was recommended that the Portfolio Holder, following consultation with the Planning Policy Board, should comment on the final LNRS, setting out whether the Council objects or not to the publication. Subsequently, there has been slippage in the County Council's LNRS team's target timings and the new timelines set out in the preceding paragraph are such that it has been possible to return to Cabinet via this report and for Cabinet to make this decision.

2.0 Proposal/Details of Options Considered

- 2.1. The consultation response approved by Cabinet on 10 June 2025 highlighted how there were still areas of concern. How the County Council's LNRS team have responded to these are discussed below.

Overlap with Existing Built Development

- 2.2. This was mainly in connection with the buffering approach that had been taken in relation to watercourses. Whilst officers still consider that this is visually misleading, they acknowledge that to map otherwise would be extremely time consuming and with use it should become evident that this layer can be used pragmatically. Therefore, whilst not ideal, this is not considered to be of sufficient concern to warrant an objection to the LNRS being published.

Poor Representation of Grassland Measures

- 2.3. The additional areas that officers proposed should be mapped under relevant grassland measures were reviewed by the LNRS team and with a few exceptions were accepted. Those that were rejected were discussed, and the Biodiversity and Ecology Lead Officer was happy to accept the small number of rejections.

- 2.4. Accepting these rejections was helped by the fact that the LNRS team proposed additional areas to those that officers had proposed. As part of the ongoing consultation between officers and the LNRS team, areas they had proposed adjacent to the A46 were subsequently removed because of potential unnecessary conflict with the proposed A46 improvements.
- 2.5. Others had also raised concerns regarding the paucity of grassland measures and in response the LNRS team has added similar additional areas outside of our District applying the same methodology officers used for their proposed additional areas.

Wet Woodland Layer

- 2.6. Officers continuing concerns regarding the wet woodland layer were addressed by an acknowledgement from the LNRS team that in the draft Statement of Biodiversity Priorities an unfortunate 'cut and paste' error had occurred, and the wrong Potential Measures had been pasted alongside the Codes for Woodland Priorities and Potential Measures. This has now been corrected satisfactorily.

Relationship with Biodiversity Net Gain

- 2.7. Officers had raised detailed concerns with the LNRS team regarding this matter with the conclusion that the lack of correlation in the terminology for habitats used in the LNRS documents and the Statutory Biodiversity Metric and UK Hab habitat classification system would potentially result in additional burdens for those completing and reviewing BNG calculations.
- 2.8. In response, the LNRS team have produced a draft supporting document to provide guidance. The Biodiversity and Ecology Lead Officer provided a framework for the document and has commented on drafts. The LNRS team have decided to not include this as an Appendix to the final published LNRS (as was initially intended) but to provide it as a separate guidance note. The reason for this being that there is likely to be a need to amend this guidance following its initial use. This is considered by officers to be a reasonable and pragmatic approach. The draft guidance is still being consulted on, and officers continue to provide advice on its development. Therefore, it is considered that this matter is resolved.

Potentially Misleading Paragraph in Section 2.3 of the draft Statement of Biodiversity Priorities

- 2.9. We note that there has been no amendment or discussion regarding this. However, officers consider this is not of sufficient importance to warrant an objection to publication of the LNRS.

Additional Item

- 2.10. In addition to the grassland areas, following responses from the online survey and a specific landowner request an additional site encompassing several land parcels has been mapped for grassland and woodland measures at Lowfield Lane, to the south of the approved Lowfield Lane development. Officers have considered this and concluded that this was acceptable.

Proposal

- 2.11. Whilst officers still retain some concerns regarding implementation of the LNRS and its potential effects on officer workloads when reviewing biodiversity net gain calculations, their advice to Council is that any remaining concerns are not sufficiently material to justify an objection to the final LNRS being published. Therefore, it is recommended that Cabinet approves publication of the final LNRS, and this should be conveyed in writing to the County Council before 21 October 2025.
- 2.12. Officers will now consider whether the Council should publish its own guidance regarding usage of the LNRS in relation to planning development and the preparation of biodiversity net gain assessments.

Other Options Considered

- 2.13. As highlighted in the 10 June 2025 Cabinet report, as a Supporting Authority, the District Council has a regulatory role to play in the production of the LNRS and in authorising the publication of the final Nottinghamshire & Nottingham Local Nature recovery strategy. Officers consider that they have engaged extensively with the process, and at this concluding stage there are no valid reasons to object to publication of the final LNRS.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications: FIN25-26/3273

- 3.1. No financial implications identified.

Legal Implications

- 3.2. In the 10 June 2025 the District Council's regulatory role regarding production of the LNRS was identified along with the need for a final decision on whether to object to publication of the final LNRS to be delegated. As discussed above, this need for a delegated decision is no longer required.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None



Report to: Policy & Performance Improvement Committee – 6 October 2025

Director Lead: Matt Lamb, Director - Planning & Growth

Lead Officer: Neil Cuttall, Business Manager - Economic Growth & Visitor Economy
Sarah Husselbee, Economic Development Grants & Programmes Manager

Report Summary	
Report Title	Delivery of the UK Shared Prosperity Fund and Rural England Prosperity Fund (2022 to 2026)
Purpose of Report	To update the Policy & Performance Improvement Committee on the delivery, progress and future of the UK Shared (UKSPF) and Rural England Prosperity Fund (REPF) programme.
Recommendations	<p>That the Policy & Performance Improvement Committee note:</p> <ul style="list-style-type: none">a) the updates regarding the local approach to UKSPF/REPF programme delivery and the achievements to date, as detailed throughout this report; andb) the opportunities presented in relation to potential future UKSPF/REPF investment, noting the current uncertainty of programme funding, beyond March 2026, as detailed throughout this report. <p>The delivery of UKSPF and REPF is an identified activity outlined within the Community Plan, linking back to several key economic and regeneration related objectives.</p>

1.0 Background

Programme Background

- 1.1 The UK Shared Prosperity Fund (UKSPF) was first announced by the UK Government in July 2022, seeking to replace former EU structural funds over a three-year period, until March 2025. The programme aims to invest in domestic priorities and targeting funding where it is needed most: building pride in place, supporting high quality skills training, supporting pay, employment and productivity growth and increasing life chances.
- 1.2 Administered by the Ministry of Housing, Communities and Local Government (MHCLG), the £2.6bn programme provided a pre-determined allocation of funding to each local authority, with a total award of £3.29m to Newark and Sherwood between 2022 and 2025. Funding comprised both capital and revenue grant, with an original requirement to spend programme investment by no later than 31 March 2025.

- 1.3 Shortly after the announcement of the UKSPF scheme, the UK Government launched the Rural England Prosperity Fund (REPF), through the Department for Environment, Farming and Rural Affairs (DEFRA). The REPF is referred to as a 'capital top-up' to UKSPF, designed to support selected areas across England to tackle the unique rurality related challenges, such as access to opportunity, social isolation, connectivity and rural economic growth. Both the REPF and UKSPF are monitored and reported in a combined approach, however the REPF provided capital grants only, designed for the specific purpose of supporting 'rural' organisations. REPF also commenced one year later (April 2023), providing two financial years of funding, until March 2025.
- 1.4 Across the UKSPF and REPF scheme, investment was designed to sit within three themes of 'communities and place, people and skills and supporting local businesses', with an overarching programme objective of 'increasing life chances and improving pride in place.' To draw down the funds, all areas were required to submit high level investment plans to MHCLG in 2022, demonstrating how local priorities would deliver against each of these three programme investment themes. This included identifying a number of priority 'interventions' for local delivery, selected from the UK Government's programme prospectus. Appendix A provides details of the priority interventions identified and delivered locally, shown as 'E numbers', against the associated investment theme.
- 1.5 Whilst the Council is considered the Accountable Body for the fund, the development of delivery plans followed consultation with community partners to determine local priorities for investment. This included engagement with the local Community Partnership Board, the Employment and Skills Board, Nottinghamshire Economic Growth working groups, as well as additional targeted engagement with rural partners such as Rural Community Action Nottinghamshire (RCAN), National Farmers Union (NFU) and Community Land Association (CLA), for the purpose of REPF.
- 1.6 In October 2024 and March 2025, the UK Government announced a one-year extension to both the UKSPF and REPF programmes for the delivery year 2025/2026, whilst longer-term funding plans are considered. As a result, several minor amendments were made to the fund prospectus in order to reflect the latest Government missions, and alignment to new sub themes and reporting metrics, however the principle aim and purpose of the fund, remains as known previously.
- 1.7 In accordance with the 2022 East Midlands Devolution Deal, the Council no longer acts as the Accountable Body for the 2025/2026 UKSPF/REPF allocation. Instead, a regional UKSPF sum of £25m has been allocated to the East Midlands Combined County Authority (EMCCA) to administer for the 2025/2026 financial year. It should also be recognised that overall, the UKSPF scheme was reduced nationally in value by 40%, therefore this award reflects a lower figure than the collective sum of regional funding received to date. EMCCA since agreed to adopt a 'matrix' approach to delivery throughout 2025/2026, passporting the majority of their 12-month UKSPF budget to local authorities, with a proportion of funding set aside to facilitate regional commissioning. EMCCA's response provides each place with the ability to continue to invest flexibly in their interventions across the three priorities of Communities and Place, People and Skills and Supporting Local Businesses.

- 1.8 The approach adopted, resulted in a funding allocation for Newark and Sherwood of £1.6m for the financial year 2025/2026, with a requirement to spend by 31 March 2026. A summary of all UKSPF/REPF received to date (by MHCLG directly and through EMCCA), is provided below in Table 1.

Table 1. Newark and Sherwood UKSPF/REPF allocations 2022 to 2026

Scheme	2022-2023	2023-2024	2024-2025	2025-2026	Total
UKSPF	£399,360	£798,720	£2,092,646	£1,345,487	£4,636,212
REPF	n/a	£445,708	£445,708	£267,369	£1,158,785

Local Delivery

- 1.9 It is at the discretion of each local authority to decide the most appropriate route to programme delivery and uses of funds to achieve the programme objectives. In developing original local plans, support was sought from key partners and community stakeholders, to inform priorities, as well as potential routes to delivery. This resulted in a decision to adopt a hybrid delivery approach, including interventions through in-house teams, commissioning and procurement, as well as various grant funding opportunities for local organisations. A summary of all projects delivered through the UKSPF/REPF programme from April 2022 to March 2026, is provided in **Appendix A** of this report.
- 1.10 Officers continue to work closely with key partners and neighbouring authorities to identify and drive forward potential collaborative opportunities throughout programme delivery. In particular, the council participated in the joint commissioning of UKSPF initiatives, where it was determined to demonstrate best value for money for local people, and economics of scale. This was most applicable to the business support investment strand, where a specialist advice service was procured across Nottinghamshire, as well as opportunities relating to employment support for economically inactive residents.
- 1.11 Throughout the lifetime of the programme, Officers have identified, monitored and reported on a variety of outputs and outcomes, to demonstrate the results of scheme delivery. Overall, local achievements exceed targets set out within the original investment plan, helping to demonstrate value for money in terms of local impact vs investment. The specific quantitative metrics used to monitor progress are selected based on the requirements of UK Government's prospectus, however further qualitative data has been collated locally and is in the process of being gathered still, to strengthen the understanding of investment, and to inform future strategy and decision making. Over 40 different indicators are reported back to Government, with examples of local achievements demonstrated in Table 2.

Table 2. Example UKSPF/REPF Outputs and Outcomes in Newark and Sherwood (to March 2025)

- 314 businesses supported
- 91 jobs safeguarded
- 24 jobs created
- 28 businesses decarbonisation plans developed

- 63 businesses with improved sustainability
- 85 businesses with improved productivity
- 6 new businesses created
- 266 residents gaining life skills
- 42 economically inactive residents newly in job searching
- 162 residents completing training courses or obtaining qualifications
- 653 residents volunteering
- Over 3000 trees planted
- 120 community events delivered
- 15 community facilities created or improved

Learning, Challenges and Opportunities

- 1.12 In addition to monitoring the progress of scheme delivery, programme evaluation is key to informing future strategy, understanding local trends, lessons learned and opportunities for future investment.
- 1.13 Learning and performance to date highlights the positive impact of collaboration across local authority boundaries, particularly where best value for money can be obtained, and where service provision needs are consistent across multiple neighbouring areas. Conversely, through UKSPF, the Council has also delivered flexible, place-based initiatives on a local scale, tailored to individual community needs within the district. Examples include the successful delivery of job clubs in areas of the district facing higher levels of economic inactivity, or courses tailored to specific skills gaps demonstrated within certain communities or wards. This includes bespoke routes to engagement, utilising existing partnerships and networks to maximise scheme participation, and in turn impact for local people. Similarly, business support schemes were designed based on the needs of nearby growing sectors, many of which can be considered unique to Newark and Sherwood. This highlights the importance of ensuring local flexibility within the design of any future, or comparable programme's delivery, particularly where the investment aims to engage to local businesses, residents and communities.
- 1.14 In addition to providing programme grant funding to a number of local organisations, the council has supported the community and voluntary sector to implement projects and accelerate their delivery within the required timescales. Throughout delivery, many local community organisations have demonstrated significant ambition and willingness to deliver, but, at times, required further capacity, experience and knowledge, in order to successfully implement projects through to completion. This can be considered a potential area of need, where additional support may be required to help the capacity of the sector in driving forwards funding bids, preparing schemes, and to aid delivery.
- 1.15 The council has successfully defrayed all UKSPF and REPF expenditure to March 2025, and is on track to spend the remainder of funds allocated for the current financial year. Linked to the challenge described above, it should however be noted that this achievement required close monitoring and auditing of spend, to ensure any potential underspends were addressed and rediverted into additional schemes, as soon as possible, in order to maximise local investment opportunities. Similarly, as a short-term funding stream with restrictive spend deadlines, certain projects were not able

to be supported through programme investment, with deliverability at times, overriding the strategic importance of potential schemes, or limiting long-term planning. It is positive to report that these challenges are recognised by the UK Government, and it is hoped to be reflected in future programme delivery, or replacement schemes.

- 1.16 Local projects were carefully selected for funding based on the long-term sustainability of investment following initial, or 'one off' funding awards through UKSPF/REPF. Examples include grants to support capacity, deliver a short-term capital scheme, or pilot activity to then become self-sustaining. In these cases, significant ongoing investment is not required, however inevitably, several schemes, due to their nature, would not be considered viable, without a level of continued subsidy. Examples of this include programmes to support economically inactive residents, or capital funding for large scale improvements to community and voluntary premises.
- 1.17 With the above in mind, it should be noted that further programme delivery beyond the 2025/2026 financial year, remains unconfirmed by the UK Government at this stage. It is anticipated that any potential future funding may be presented in the form of a replacement or revised scheme, rather than an extension to existing arrangements, due to the current year being described as a transition, or continuity year. Should future funding be confirmed, it is recommended that investment plans are developed as soon as possible, to enable the prompt mobilisation of schemes from April 2026, and to limit gaps in service delivery. During this period of funding uncertainty, Officers will continue to work closely with EMCCA and neighbouring authorities to identify collaborative opportunities and routes to future programme delivery, as well as potential alternative investment sources, which may become available.

2.0 Proposal/Options Considered

- 2.1 It is recommended that PPIC note:
- The updates regarding the local approach to UKSPF/REPF programme delivery and the achievements to date, as detailed throughout this report.
 - The opportunities presented in relation to potential future UKSPF/REPF investment, noting the current uncertainty of programme funding, beyond March 2026, as detailed throughout this report.
- 2.2 The delivery of UKSPF and REPF is an identified activity outlined within the Community Plan, linking back to several key economic and regeneration related objectives.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN25-26/343)

- 3.1 As outlined in paragraph 1.8, the Council has received a total of £5,794,997 in grant funding—comprising £4,636,212 from the UK Shared Prosperity Fund (UKSPF) and £1,158,785 from the Rural England Prosperity Fund (REPF), allocated by MHCLG up to 2024/25 and EMCCA for 2025/26.
- 3.2 All grant funding received up to 31 March 2025 has been fully utilised. During this period, the UKSPF allocation was split 70% revenue and 30% capital.
- 3.3 The report confirms the expectation that the 2025/26 allocation will also be fully spent, with the funding split 56% revenue and 44% capital for that year. REPF in all cases is 100% Capital.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- REPF Prospectus [Rural England Prosperity Fund: prospectus - GOV.UK](#)
- UKSPF Prospectus [UK Shared Prosperity Fund: prospectus - GOV.UK](#)
- 18 February 2025 Cabinet Report; UK Shared Prosperity Fund 2025/26
- 10 June 2025 Cabinet Report; UK Shared Prosperity Fund and Rural England Prosperity Fund Grants 2025-2026

Appendix A - UKSPF/REPF Local Priority Interventions and Projects (2022 - 2026)

Communities and Place Local Priority Interventions and Projects	
E1: Funding for improvements to town centres and high streets, including better accessibility for disabled people, including capital spend and running costs.	
<ul style="list-style-type: none"> Sherwood Avenue Park Re-Development - direct delivery (24-25) Footfall Camera Installation - direct delivery (22-24) 'Shaping Sherwood's Revival' scheme contribution - direct delivery (24-26) 	
E3: Creation of and improvements to local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces.	
<ul style="list-style-type: none"> Sherwood Community Tree Nursery - grant to Sherwood Forest Trust (UKSPF/REPF 23-25) 	
E4: Enhanced support for existing cultural, historic and heritage institutions that make up the local cultural heritage offer.	
<ul style="list-style-type: none"> Forest Corner feasibility - direct delivery (UKSPF 22-23) 	
E5: Design and management of the built and landscaped environment to 'design out crime'.	
<ul style="list-style-type: none"> St Mary's Remembrance Gardens Lighting Scheme - direct delivery (UKSPF 24-25) 	
E6: Support of local, arts, cultural and heritage projects.	
<ul style="list-style-type: none"> Newark Creates programme - direct delivery (UKSPF 23-25) St Marys 'Re-awakening' project - grant to St Marys PCC (UKSPF 24-25) Festival Equipment - grant to Southwell Music Festival (REPF 25-26) * 	
E7: Support for active travel enhancements in the local area.	
<ul style="list-style-type: none"> Active Travel feasibility - commissioning and procurement (UKSPF 23-24) Trent Vale Trail improvements and creation - grant to Friends of TVT (UKSPF/REPF 22-25) Balderton Village Trail creation - grant to Balderton Parish Council (UKSPF 24-25) 	
E8: Funding for the development and promotion of wider campaigns which encourage people to visit and explore the local area.	
<ul style="list-style-type: none"> Cultural Heart of Newark contribution- direct delivery (UKSPF 24-25) 	
E9: Funding for impactful volunteering and/or social action projects to develop social and human capital in local places.	
<ul style="list-style-type: none"> Adventure Guides project - grant to YMCA (UKSPF 22-23) Door 2 Door scheme - grant to Newark and Sherwood CVS (UKSPF 22-23) Premier League Primary Stars project - grant to Nottingham Forest Community Trust (UKSPF 23-25) Cost of Living Community Voucher project - direct delivery (UKSPF 22-23) NSDC Community Development Grant Scheme contribution - direct delivery (UKSPF 24-25) Site improvements - capital grant to Feel Good Gardens CIC (REPF 25-26) * 	
E10: Funding for local sports facilities, tournaments, teams and leagues; to bring people together.	
<ul style="list-style-type: none"> Site improvements - Grant to Rainworth and Blidworth Boxing Club (REPF 24-25) Elston Sports Pavillion creation - Grant to Elston Parish Council (REPF 24-25) Site improvements - Capital grant to Newark R&M Cricket Club (UKSPF/REPF 24-25) Site improvements - Capital grant to Balderton Cricket Club (REPF 25-26) * Site improvements - Capital grant to Farnsfield Cricket Club (REPF 25-26) * Site improvements - Capital grant to Southwell Brincliffe Hockey Club (REPF 25-26) * Site improvements - Capital grant to Caythorpe Cricket Club (REPF 25-26) * Site improvements - Capital Grant to Bilsthorpe Welfare and Blidworth Bengals (REPF 25-26) * 	
E11: Building community capacity through investment in community facilities	
<ul style="list-style-type: none"> Boughton Community Hub creation - direct delivery (UKSPF/REPF 23-25) Site expansion and improvements - grant to the 'The Shed' Collingham (REPF 24-25) 	

E14: Funding to support relevant community feasibility studies.
<ul style="list-style-type: none"> • 'Shaping Sherwood's Revival' feasibility - commissioning/procurement (UKSPF 22-25) • Community Based Assets feasibility - commissioning/procurement (UKSPF 23-24) • Bilsthorpe Community Facility feasibility - grant to Bilsthorpe Parish Council (UKSPF 24-26)

Supporting Local Businesses
E19: Increasing investment in research and development at the local level. Investment to support the diffusion of innovation knowledge and activities. Support the commercialisation of ideas, encouraging collaboration and accelerating the path to market so that more ideas translate into industrial and commercial practices.
E21: Funding for the development and support of appropriate innovation infrastructure at the local level.
E24: Funding for new and improvements to existing training hubs, business support offers, 'incubators' and 'accelerators' for local enterprise (including social enterprise) which can support entrepreneurs and start-ups through the early stages of development and growth by offering a combination of services including account management, advice, resources, training, coaching, mentorship and access to workspace.
E29: Supporting decarbonisation and improving the natural environment whilst growing the local economy.
E30: Business support measures to drive employment growth, particularly in areas of higher unemployment.
<ul style="list-style-type: none"> • 'Accelerator Programme' - commissioned to East Midlands Chamber (UKSPF 23-25) • Small Business De-carbonisation and Sustainability scheme - grants of up to £5k per business (UKSPF 24-25)
E22: Investing in enterprise infrastructure and employment/innovation site development projects. This can help to unlock site development projects which will support growth in places.
<ul style="list-style-type: none"> • 32 Stodman Street scheme contribution - direct delivery (UKSPF 23-25) • St Marks Place feasibility study - commissioning/procurement (UKSPF 23-24)
E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks
<ul style="list-style-type: none"> • 'Start-up Scale-up' project - grant to NBV Enterprise Solutions (UKSPF 23-25) • Business Advisory Service - SLA with Nottinghamshire County Council (UKSPF 23-26) • Small Business Growth and Productivity Scheme - grants up to £10k per business (UKSPF 22-26)
E1.1 Capital grant funding for small scale investment in small and micro enterprises in rural areas
<ul style="list-style-type: none"> • Rural Business Grant scheme - capital grants between £10k and £50k (REPF 23-26)

People and Skills
E33: Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths* and ESOL) support where there are local provision gaps.
<ul style="list-style-type: none"> • 'Re-New' project - grant to Inspire Learning (UKSPF 23-26) • 'Grow' project - grant to Framework Housing Association (UKSPF 23-26)
E37: Tailored support to help people in employment, who are not supported by mainstream provision to address barriers to accessing education and training courses.
<ul style="list-style-type: none"> • 'BoostING' project- grant to Lincoln College (UKSPF 23-26)
E38: Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2 and training for vocational licences relevant to local area needs and high-value

qualifications where there is a need for additional skills capacity that cannot be met through mainstream funding
<ul style="list-style-type: none"> • 'Young Persons Practical Skills Development programme' - grant to Volunteer It Yourself CIC (22-25)
E35: Support for volunteering and enrichment activities to support individuals that are economically inactive or at risk of, or considered NEET aged 11+
<ul style="list-style-type: none"> • Alternative education project - NSDC direct delivery (UKSPF 24-26) • 'Golden Thread' project - grant to Newark and Sherwood CVS (UKSPF 24-26)

**awarded on an 'in-principle' basis, subject to due-diligence checks.*



Report to: Policy & Performance Improvement Committee: 6 October 2025

Director Lead: Deborah Johnson, Director - Customer Services & Organisational Development

Lead Officer: Mark Randle, Transformation & Service Improvement Officer

Report Summary	
Report Title	Policy & Performance Improvement Committee Annual Report
Purpose of Report	To present the Policy & Performance Improvement Committee's Annual Report for 2024-25 for approval and publication.
Recommendations	That the Policy & Performance Improvement Committee approve the report content and structure
Reason for Recommendation	To provide details of the work the Policy & Performance Improvement Committee has undertaken and evidence how that work has positively impacted residents.

1.0 Background

- 1.1 The Policy & Performance Improvement Committee's (PPIC) role is to fulfil the 'scrutiny' function required in the Cabinet model, as well as serving as an integral role in improving the work of the Council. It is an open meeting, meaning public and press can attend, and the Committee meets at least five times a year.
- 1.2 Since June 2024 there have been 9 committee meetings and 2 working groups in this time. PPIC have been involved in developing and shaping Council policies and strategies, questioning the Council's performance, and driving improvement to services. During the year PPIC received information in the form of presentations, updates and reports.
- 1.3 Every year there is an Annual Report summarising the work of the Committee. This will be the third Annual Report of PPIC since the introduction of the Cabinet system and sets out a review of the work conducted and completed by the committee during 2024/25 (June 2024 to April 2025).

2.0 Proposal/Options Considered

- 2.1 This report, attached as **Appendix One**, sets out an overview of NSDC, including the area and services that we cover, and provides an overview of the roles and responsibilities of the Policy, Performance and Improvement Committee as well as the members that have been involved. It then sets out the work PPIC have been doing in the last 12 months, separated into the 4 key areas:

1. Working groups
2. Shaping policy and strategy
3. Driving service improvement
4. Scrutinising and questioning performance

The report provides an overview of the work of the Committee over 2024/25 and will be available for internally for officers and Members via the Intranet and externally to tenants and residents via the NSDC Website.

3.0 Implications

In writing this report and in putting forward recommendation's, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- PPIC Annual Report 2022-23
- PPIC Annual Report 2023-24



NEWARK AND SHERWOOD DISTRICT COUNCIL

Policy and Performance Improvement Committee Annual Report 2024-25



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Introduction to Newark and Sherwood

Newark, and Sherwood District Council (NSDC), are one of seven District Councils in Nottinghamshire. We are the middle layer of local government in this area with Nottinghamshire County Council covering the whole County and 77 Parish and Town Councils sitting within the NSDC area.

Our area

Our district is the largest in Nottinghamshire and covers a third of the county with an area of over 250 square miles. Below is a map of the district showing the main urban areas and key transport connections.



Our Residents (2021 Census):

- A resident population of 122,956 made up of 50.8% female and 49.2% male.
- Newark and Sherwood are the largest district in Nottinghamshire with an area of 251 square miles (or 651 Sq. kilometres).
- Newark and Sherwood have an ageing population. 6.2% of the district's population are between 70 and 74. This is 1.2% higher than the English average.
- In 2011, 19.2% of the district's population was over 65. This has risen by 3.4% and in 2021, with 22.6% of the district's population being over 65. This is predicted to rise further, with 27.7% of the district's population set to be 65 or above by 2040.
- 17.1% of the district's population are schoolchildren and full-time students.
- There are 53,331 dwellings, of which around 10% are owned by the District Council (social housing).

Our services

For every £1 a resident pays in Council Tax, 8 pence is allocated to NSDC, with the remaining funds going to Nottinghamshire County Council, Nottinghamshire Police, the Police and Crime Commissioner, Nottinghamshire Fire and Rescue and Parish/Town Councils.

We deliver a wide range of services for our residents, and the diagram below summarises these.



We are also a landlord to over 5,500 Council homes and in this role we conduct all housing management functions such as allocating tenancies, undertaking repairs and maintenance, maintaining housing estates and collecting rent.

Foreword

I am pleased to present this report detailing the work of the Policy & Performance Improvement Committee. It provides a wealth of information on the activities Councillors have undertaken over the past year and, most importantly, the impacts of those activities.

Throughout the past year, the committee has collaborated closely with officers in conducting the Council's business. Whether that is the introduction of kerbside glass collection or the Newark Town Centre Master Plan, the Committee have focused on significant issues, offering constructive input to improve outcomes for residents and consistently providing valuable challenges and recommendations to the Cabinet.

The Committee remains dedicated to enhancing the lives of our tenants. This includes efforts to improve tenant engagement and satisfaction measures, as well as updates to our Building Safety Policy and our property repair and letting arrangements. I would like to extend my gratitude to fellow Councillors involved in the Working Groups for their contributions, which have led to valuable recommendations that officers will implement in the coming year.

A heartfelt thank you goes to the officers supporting this committee, who continue to bring energy and enthusiasm to their roles. I also wish to express my appreciation to my Vice Chair, Cllr Nick Ross, for his support over the past year, as well as to the various officers and partners who have presented to the committee.

I look forward to another year of efforts on this committee, striving to ensure improved outcomes for all customers, residents, and businesses within Newark & Sherwood.

Cllr Mike Pringle

Chair of the Policy & Performance Improvement Committee



Overview of the Policy and Performance Improvement Committee (PPIC)

Our Policy and Performance Improvement Committee (PPIC) fulfils the 'scrutiny' function required in the Cabinet model, as well as serving as an integral role in improving the work of the Council. All meetings are streamed live and are 'open meetings', meaning public and press can attend. The committee meets at least six times a year.

PPIC itself is not a decision-making body, it offers recommendations to the relevant Portfolio Holder's. These recommendations help improve policies, services, and their implementation. PPIC also contributes to policy and strategy development and oversees partnership work with regular input from the Nottinghamshire Police Authority, Department of Work and Pensions (DWP), and Sherwood Forest Hospitals NHS Foundation Trust.

PPIC may also choose to look at a specific issue, decision, or topic by adding a review to the work programme. For example, they may review a service pilot, scrutinise progress of a key project or review an area where performance is not as expected. This can be done after a decision has been made or they may choose to feed into the decision making by reviewing the topic to ensure a decision is well made.

Where more detailed work is required, such as the development of a policy or the detailed review of a service area, a Working Group is set-up to undertake this work. Working Groups meet 3 to 5 times, listen to evidence, and examine data, then develop recommendations which are forwarded for a relevant decision.



PPIC also has statutory powers to scrutinise decisions that Cabinet is planning to take and those that have already been taken. In practice much of their work is a form of scrutiny, including inviting Portfolio Holders to present at PPIC.

Composition of membership

PPIC consists of 15 Councillors, including a chair and vice chair, who are appointed by full Council, which reflect the political balance of the Council. The committee has had a busy year examining a broad range of issues affecting the Council, its services, and local people. PPIC has also had a watching brief of all items going to Cabinet for decision, raising queries as appropriate and providing comments. This has led to a variety of topics being reviewed, both in committee and by working groups. Any Councillors can submit a topic to be examined, and apart from Cabinet members, any Councillor can request to join a working group.

A work programme is developed for the year but has suitable capacity to ensure issues can be considered as they arise.

2024/25 in numbers

o Committee members	-	15
o Substitute members	-	6
o Meetings	-	9
o Reports/presentations	-	50
o Working Groups	-	2



Review of work

PPIC have been involved in developing and shaping Council policies and strategies, questioning the Council's performance, and driving improvement to services. During the year PPIC received information in the form of presentations, updates, and reports. Reported below is a snapshot of the work PPIC have been doing in the last 12 months, separated into the 4 key areas that demonstrate PPIC's responsibilities:

1. Working groups
2. Shaping policy and strategy
3. Driving service improvement
4. Scrutinising and questioning performance.

1. Working Groups

Working groups are set up to conduct detailed pieces of work, such as a piece of development or a review, outside of the main committee agenda. So that this can happen, any working group must have a clear aim as part of its set-up. The aims must:

- Improve the quality of life of residents, or
- Enable value for money of local services.

The topic of a working group can be proposed by the committee or by a Councillor completing a 'Topic Request Form.' This form will be considered by officers who will add further information as required before being considered by PPIC.

Working groups consist of up to 9 Councillors (excluding Cabinet Members) who volunteer, with the final membership agreed by the Chair of PPIC. Working groups can be put in place to develop a policy or strategy, undertake a piece of development work such as shaping a bid, or undertake a review of an area experiencing poor performance.

Two working groups were completed in 2024-25.

1.1 NSDC Digital Strategy

In June 2024 PPIC received a formal topic request concerning the refresh of 'NSDC Digital Strategy 2024-2028'. A Digital Strategy provides a clear roadmap for NSDC and its partners for the next four years, ensuring we remain adaptable to the ever-evolving landscape of digital technologies. The previous digital strategy concluded in 2024, and this new strategy aims to build upon it with a focus on future advancements.

The working group looked at some of the many areas that needed consideration using the four pillars of:

1. Digital Council.
2. Digital Customer.
3. Digital Place.
4. Digital Community.

These included, emerging technologies, post covid customer expectations, Amazon like services and digital poverty.

The objectives of the working group were to:

1. Understand what Councillors and their constituents need from a digital strategy that will help them over the next 4 years.
2. Discover what are the emerging technologies and how they will impact residents, including Artificial Intelligence (AI) and Machine Learning.
3. Understand what the barriers are to lifting residents out of digital poverty and how we can help to overcome them.

The working group convened five times between September 2024 and March 2025, incorporating input from elected Councillors and supported by a team of officers. These officers provided vital information and data to guide the sessions according to the direction set by the Councillors. Key areas of discussion that would influence the refresh of the digital strategy included the 'Digital Council,' specifically focusing on cyber and IT strategy as well as digital training and champions. The group also explored what Local Government reform meant to the digital agenda, the 'AI' Government action plan, and digital infrastructure, with several presentations from notable guest speakers in the digital sector.

The working group commissioned a survey between May and June 2025 to gather input from

Elected Members, employees, tenants, and residents for refreshing the strategy. The survey aimed to identify barriers to digital access and included both digital and in-person responses, especially for residents and tenants.

The insight and information gained from the working group's sessions and the results from the surveys helped influence the strategic direction of NSDC Digital Strategy 2024-2028, which was presented and adopted by Cabinet in September 2025.



1.2 Kidney Stones

In June 2024, PPIC received a formal topic request concerning the proposed public consultation on the installation of the artwork known as the 'Kidney Stones'. This artwork comprises twelve sandstone tablets, which collectively form four large panels depicting historical scenes of electricity production, created by local artist Robert Kidney.

In response, a cross-party working group was established, with support from the Director of Communities and Environment and officers from the Transformation team.

The primary objective of the working group was to contribute to the design and development of a consultation process that would effectively capture public opinion on the proposed installation. The consultation was structured to ensure that the questions posed would enable residents to provide meaningful feedback on the plans presented. The insights gathered were intended to represent the collective views of the community and inform Cabinet decision-making.

The group convened once and worked collaboratively to shape the consultation's content and methodology. In August 2024, the group agreed that the consultation would include engagement with key stakeholders, followed by a public online survey comprising three questions:

1. Respondent postcode.
2. Their connection to Newark and Sherwood District.
3. An open-text response (limited to 150 words) inviting views on the proposal.

The survey was developed in line with methodology agreed by the working group and the consultation period on the proposal to site the Kiddey Stones at Castle House ran from 2nd to 30th September 2024.

The results were presented to PPIC in November 2024, in which the Committee agreed that the contents of the consultation should be noted and in light of the consultation results posed key questions to Cabinet for consideration prior to final approval.



2. Shaping Policies and Strategies

2.1 Resident Panel refresh (Sept 2024)

The Transformation & Service Improvement Manager and Officer provided the Committee with an update on the progress of the refreshing of the Resident Panel.

Members were provided with a background to the establishment of the Panel in 2018 together with the number of residents involved. The proposed refresh will be separated into 5 key elements:

1. Data cleanse.
2. Youth engagement.
3. Demographic profile.
4. Tailored consultation.
5. Long-term engagement.

Councillors were informed that tracking the engagements would help determine the number of active participants and knowing the demographics of the panel members would enable a more targeted approach to consultations in the future.

Outcome

Councillors noted the progress of the Resident Panel refresh and commented that they would wish to increase participation by 16–24-year-olds age group and supported the approach of the activities programmed



2.2 Climate emergency update (Oct 2024)

The Committee considered the report of the Environmental Policy & Projects Officer who set out the progress of the Climate Emergency Strategy and associated Action Plan.

The report set out the background to the declaration of a Climate Emergency in 2019 and the work undertaken since that time resulting in the Council's agreed target for carbon reduction and the development of the Action Plan to deliver the vision outlined in the Climate Emergency Strategy.

Details were provided in relation to the initiatives which the Council were committed to which included:

- The Green Rewards App
- Climate Awareness Training
- Net Zero Accelerator Training Workshops
- Solar PV Installation
- Local Area Energy Plan
- Energy Efficiency Improvements to Homes
- Electric Vehicle Charge Points

Outcome

Councillors noted the update and action plan, they asked a number of specific questions, including:

- Alternative methods of travelling to work for staff.
- Use of solar panels and battery storage on Council owned building.
- Time frame for the adoption of using Hydrotreated Vegetable Oil (HVO) fuel.
- Supply and planting of trees in the District.
- The Council's own energy consumption.
- Engagement with landowners and farmers in relation to biodiversity and tree planning.

Councillors were provided with the information requested with a written response to follow.

2.3 Tenant engagement update – Embedding the tenant voice (Oct 2024)

The Committee considered the report and presentation from the Tenant Engagement Officers, who provided a progress report on tenant engagement methodology and practices, together with new activities towards maximum compliance with the new consumer regulation regime. The report provided the background to the changes to tenant engagement, highlighting that the latest changes were as a result of the introduction of the new National Consumer Standards.

Details of the existing tenant engagement framework and the review undertaken were reported together with statistical information on the tenant engagement survey conducted. Details were set out on how the tenant voice at the Council was to be re-engineered following the appointment of the Tenant Participation Advisory Services (TPAS).

Outcome

In considering the report, Councillors raised a number of queries in relation to:

- The benefits of the 'getting to know you' visits.
- Data collection of tenants who responded with repeat issues.
- Proportion of housing stock in the Sherwood constituency.
- Did tenants in the Sherwood constituency engage with the Council.
- Benchmarking with other local authorities and their engagement with TPA.
- Recruitment of officers in order to comply with Awaab's Law.
- Possible training session for Elected Members on housing issues in order for them to assist their constituents.
- Analysis of the type of complaints.

Councillors were provided with the information as requested, with a written response to follow and agreed that the following be noted:

1. The responsibilities of the Council as a housing authority in relation to consumer regulation.
2. Progress and planned engagement with the Tenant Participation Advisory Service on creating a new tenant engagement structure.
3. Feedback from the tenant engagement survey to be used alongside tenant satisfaction measures performance and learning from complaints to inform the workplan for service improvement for the next 18 months.
4. The way in which the above activity fits in the programme of scrutiny for the Policy & Performance Improvement Committee.
5. The results of the TPAS re-engineering project will be reported to the Policy & Performance Improvement Committee in June 2025 to scrutinise the detailed action plan and plans for implementation.
6. The endorsement for approval by the Tenant Engagement Board and Cabinet.

2.4 Building Safety Policy (Mar 2025)

The Committee considered the draft Building Safety Policy, which now included how tenants and leaseholders in Council owned homes, could raise safety concerns together with the Council's own responsibilities to keep homes warm, safe, and decent.

The aim of the Policy was to set out how the Council met the requirements of the Building Safety Act 2022, the Fire Safety Act 2021 and other legislative and regulatory changes that had been introduced and proposed following the Grenfell tragedy and how it discharged those duties to residents and other stakeholders to keep residents and buildings safe.

Outcome

Councillors asked about what process was in place should there be a lift failure at one of the Council's 'Housing with Care' facilities, the Director advised that this was set out in the Fire Safety Strategy. Councillors endorsed the Building Safety Policy.

2.5 Community Plan refresh (Mar 2025)

The Committee considered the refreshed Community Plan 2023/2027.

The Community Plan is a key direction setting document used to outline the priorities and vision for the Council for a four-year term. Portfolio Holders, committee Chairs and Vice-Chairs had been working to review progress against the Community Plan as it entered the start of the third year, which has led to the document being refreshed.

Outcome

Councillors endorsed the refreshed Community Plan 2023/2027 which was forwarded to Cabinet for consideration. At the Cabinet meeting on the 1st April 2025, after some amendments, the Community Plan refresh was referred to Full Council in May 2025, where it was approved.



2.6 Newark Town Centre Master Plan (Apr 2025)

A presentation, which set out the timeline of the Masterplan and provided a summary of the results of a survey which has been undertaken, was presented to Committee members.

The structure of the Masterplan was outlined and the six key themes:



Within the town there were nine character areas listed as: The Medieval Core; Friary; Barnby Gate; the College Quarter; North Gate Station Quarter; North Gate; Mill Gate and Sconce; Riverside; and London Road.

The design code is a set of simple, concise, and illustrated design requirements and provide clear rules and standards for new development in each of the aforementioned character areas.

The design code is mandatory and strikes a balance between providing clear rules but not restricting high quality creative design. The code was supplemented by looser 'guidance' should coding not be possible. The design code would be taken forward as a supplementary planning document and would be a material consideration in planning decisions.

A consultation of the Masterplan and the Design Code would run for a period of 6 weeks in May and June 2025. There would also be an exhibition, explaining how the Masterplan had been developed together with an explanation of the Design Code process.

Outcome

The presentation was noted by the Committee and the Chair of the Committee thanked the Officers for their presentation noting the importance of maximising tourist provision in the town.

3. Driving Service Improvement

Review the Executive Forward Plan

It is a standard item that the committee reviews the Council's Executive Forward Plan and the minutes from Cabinet. This enables the committee to see what decisions are being made across the Council. To review and comment on progress & performance and to request more information and updates from officers as required.

3.1 Revised Customer Complaint & Feedback Policy and Housing Ombudsman complaint handling code self-assessment update (June 2024)

The Committee considered the report of the Business Manager for Customer Services updating the committee on the changes required to the Customer Complaints & Feedback Policy to ensure the Council met its statutory requirements of the Housing Ombudsman Complaint Handling Code.

Outcome

The Committee endorsed the revised Customer Complaints & Feedback Policy and the Housing Ombudsman Complaint Handling Code Self-Assessment, and it was recommended for approval to the Audit and Governance Committee. The Chair thanked the Business Manager and her team for her work on this topic. Audit and Governance approved the Policy and Self-Assessment in July 2024.

3.2 Delivery update on UK Shared Prosperity Fund and Rural England Prosperity Fund (June 2024)

The Committee were provided with an update on the projects funded by the UK Shared Prosperity Fund and the Rural England Prosperity Fund.

The Business Manager explained that the Shared Prosperity Fund and the Rural Prosperity Fund were established by the government in 2022, replacing the previous European Fund. These funds are intended to be used within the local community from 2022 to 2025. Each locality received a specific allocation of funds to be spent on community projects. The Programme Manager then detailed how this funding was being implemented locally.

Outcome

Councillors queried if part of the report would be looking at what other districts were doing as a comparison to our district. It was agreed that there was a good understanding of what others were doing, but this could be formalised in the evaluation report.

The Committee noted the high-level outputs and outcomes achieved through funding to date and the finalised list of funding allocations/interventions as detailed within the report

3.3 Annual compliance update – housing stock (July 2024)

The Committee considered the report presented by the Business Manager for Housing Maintenance & Asset Management which provided Councillors with the performance position as of 31 March 2024 with regard to compliance, including actions to rectify identified issues.

Councillors spent time examining elements around compliance, including whether it was possible to secure additional monies to continue the programme of change. They were advised that funding was part of a package which included solar panels. NSDC were ahead of other local authorities in their cohort, and it was hoped to commence the programme to change the remaining properties in April 2025.

Where the responsibility lay with ensuring compliance for non-housing community centres and residential leasehold/shared ownerships. The Business Manager advised that if the building was situated on Housing Revenue Account (HRA) land the responsibility sat with the housing team, any residual community centres will be the responsibility of Corporate Property.

In relation to leased buildings, it was the responsibility of the leaseholder to conduct the compliance checks. The Council would then request the certificates. If fire doors were present in the buildings, the Council would advise what works, if any, needed to be done but the leaseholder would be responsible for undertaking those works.

Outcome

The Committee noted the recommendations of the report and requested a report be provided to a future Committee meeting, in relation to compliance checks conducted in leased/shared ownership and community centres.



3.4 Green Rewards Programme - update (Sept 2024)

The Committee considered a report on the progress of the Green Rewards Programme.

The report included the background to the development of the App and how it is used as a tool by local authorities to encourage residents to undertake environmentally friendly activities and to reduce their carbon footprint. The implementation of the App assists with the delivery of the Council's climate change ambitions, as outlined in the Community Plan. The report provided details of how the App worked and how winning participants were chosen monthly and the reward received. It was reported that there were currently 611 members, an increase of 5.4% since April 2024, the largest growth in the county.

Committee members asked a number of questions including that the use of an App was generally done using a smartphone and queried as to the usage rate for the older generation. It was informed that demographical information was not collected but this will be investigated with the provider.

Outcome

In closing the debate, the Chair asked that Elected Members be approached to sign-up. He also suggested that there be a targeted approach to younger ambassadors as they had the potential to make longer term positive changes. The progress of the Green Awards Programme was noted by the Committee.



3.5 Residents survey temperature check - findings (Oct 2024)

The Committee considered the report and presentation of the Transformation & Service Improvement Officer who provided a summary of the findings of the resident survey temperature check.

The report set out the background to the district wide consultation for the 2022 resident survey with details of the number of responses and how these were gathered. It was reported that in July 2024 approval was given to undertake the temperature check with the aim of aligning the survey with the Local Government Association (LGA) project of 'Are You Being Served?'.

This nationally recognised question set measures six key indicators of resident satisfaction: overall satisfaction with Council operations, trust in the Council, perceived value for money, perceptions of community safety, and satisfaction with specific Council-run services.

A total of 123 residents participated in the survey, primarily via telephone interviews. Additional engagement was achieved through in-person participation at community events, including the GRT Community Engagement session, the Yorke Drive Family Fun Day, and the Refugee Coffee Morning.



Survey results demonstrated strong performance, with scores exceeding the LGA national average in all but one category. Notably:

- 65% of respondents felt the Council acts on the concerns of local residents to a great or fair extent and this is 18% above the LGA benchmark.
- 72% reported feeling very or fairly well informed about Council activities and this is 20% above the LGA benchmark.
- 74% expressed a great deal or fair amount of trust in the Council and this is 21% above the LGA benchmark.

While direct comparisons with the 2022 open survey are limited due to differences in methodology and sample size, the data suggests a positive shift in public perception regarding Council performance and community safety.

One area that required further attention is the response to a question which asked residents about their sense of safety outdoors in the local area after dark. The Council's score was 2% below the LGA average. However, the report shared with the committee several initiatives that were undertaken to address these issues, including enhanced partnership and collaborative working arrangements aimed at improving community safety.

Outcome

In considering the report, Councillors discussed some of the questions within the survey and the Committee noted the recommendations in the report.



3.6 Update for kerbside glass recycling scheme (Nov 2024)

The Committee considered information on the current performance and future risks of the glass recycling project.

The report set out that kerbside glass recycling had commenced on 8 April 2024 following a period of 8 weeks when wheeled bins had been distributed. It also provided information as to the take-up of the service by residents and the gradual withdrawal of Glass Recycling UK bottle banks sites across the district.

Statistical information was provided as to the amount of glass collected and how this compared favourably to the estimates calculated as the scheme was being developed.

In considering the report Councillors raised a number of queries in relation to:

- Capturing data as to the number of bins that were not emptied every 8 weeks and the reason for that.
- Information on the future income likely to be realised by glass recycling; issues around capacity at the Newark Lorry Park for the storage of collected glass.
- Use of a sticker to remind residents when their bins were due for collection.
- Contamination of silver bins by residents putting glass in them.
- The final destination of the glass the Council sells.
- Method used to determine the regularity of collections.
- Any noise issues from residents due to the emptying of glass bins.

Outcome

The Committee agreed that the current status of the project be noted and that further updates to be provided as required.



4. Scrutinising and Questioning Performance

Performance Reporting

It is also the role of the committee to review how the Council is performing in three key areas:

- **Financial performance**
How the Council is performing against the Medium-Term Financial Plan
- **Service performance**
How the Council is performing against its Community Plan
- **Customer feedback**
How the Council is performing in complaint handling

The committee received quarterly reports reviewing the Council performance. Committee members are actively engaged in reviewing these reports every quarter. The committee asked questions, scrutinised, and requested more information and updates from officers on areas of improvement as required. These are reported back to committee from the relevant service and progress is monitored.

4.1 Corporate estate – annual compliance update (June 2024)

The Committee considered the report on compliance management across the Estate, focusing on the Corporate Estate and Commercial Tenanted Properties.

Outcome

In noting the report, the Committee referred to the Fire Risk Assessments and queried why 16 assessments remained outstanding. The Committee were advised that the Assurance Template Report included figures that were captured as a snapshot in time and that the figures had since been updated.



4.2 Update on property repair and letting arrangements for Council owned homes (July 2024)

The Committee considered the report of the Business Manager for Housing Services who provided the progress of each of the recommendations endorsed by the PPIC on 11 September 2023.

These were:

- The provision of floor covering in all new lettings.
- The design of a simplified Empty Homes Standard.
- The introduction of a satisfaction measures for quality of temporary accommodation.
- The development of a policy to pilot the Council assisting tenants with maintaining trees within their gardens funded through remaining efficiency savings.

Outcome

The Committee noted the recommendations of the report:

- Floor coverings in new lets to be approved, subject to a degree of flexibility being introduced to allow Tenancy Officers a degree of discretion when assessing a tenant's needs.
- The progress with the simplified letting standard being introduced.
- The introduction and outturn of the satisfaction measure for temporary accommodation satisfaction of 86%.
- The progress of the Tree Policy which, once finalised, would be adopted through a Portfolio Holder decision.



4.3 Newark & Sherwood Community Lottery annual update (July 2024)

The Committee considered an update on the progress of the Newark & Sherwood Community Lottery since its launch in May 2021.

The report set out the impact of the scheme since its launch, providing information as to the number of 'good causes' registered with the lottery who were receiving financial support through ticket sales. It was also reported that regular marketing and promotion of the lottery was undertaken together with the number of supporters purchasing tickets each week. A sum of £34,569.60 had been generated in the third year of operation, which compared favourably in comparison with other community lotteries across the county.

Outcome

The report was noted by the Committee, and it was agreed that the Director for Customer Services & Organisational Development, together with the Communication & Marketing Manager, undertake to create a communications package to assist the smaller charities who benefit from the Community Lottery Fund with its promotion.

4.4 Housing compliance assurance report (Sept 2024)

The Committee considered the report of the Business Manager for Housing Maintenance & Asset Management who provided the committee with the performance position as of 30 June 2024 (Q1). The information was presented in a new format with the focus of the report on exceptions performance, which were outside of the Council's target parameters.

In presenting the report, the Committee were advised that since it had been written, there had been an improvement in the compliance levels for gas and oil servicing and also the EICR certifications less than five years old.

Members asked why there was a spike in properties without gas safety certificates and whether it could be fully compliant. The Business Manager explained the issue was due to an outside contractor failing to meet terms, but it had been resolved. She also noted that while the Council aimed for full compliance, some tenants did not cooperate, necessitating legal action to access their properties.

Members discussed the new RAG ratings and their impact on performance. The Business Manager assured that the adjustments were made following regulatory feedback, and that performance would be monitored closely.

Outcome

The Committee noted the exceptions to performance of the housing service compliance functions and the new format for performance for Quarter 1, 2024/2025 onwards.

4.5 Review of HRA Business Plan assumptions (Nov 2024)

The Committee considered the report of the Business Manager for Financial Services who provided Councillors with an overview of the key assumptions to be made within the production of the 30-year HRA Business Plan.

The report explained the process for developing and maintaining the HRA Business Plan, including both external and internal factors that influence rent, capital improvements, and services. These assumptions shape the HRA Budget and Rent Setting report. Additionally, it was confirmed that the Council is responsible for paying Council Tax on its void properties.

Outcome

The Committee endorsed that the assumptions presented were to be used in the update of the 30-year HRA Business Plan.

4.6 Newark Towns Fund update (Nov 2024)

The Committee considered an update on the progress and achievements of Newark Towns Fund projects. The report set out the background to the awarding of the Town Fund Grant and the selection of the ten priority projects as listed within the report.

Details of the assurance framework were provided together with progress for each of the projects, which included changes to grant profiles following approval of project adjustment requests as detailed within the report.

The committee queried the number of apprenticeships delivered at the YMCA's Community Activity Village. Officers explained that the YMCA ran a similar, non-accredited scholarship programme and assured that they would monitor apprenticeship numbers closely.

Outcome

The Committee welcomed the progress made in the delivery of the various Newark Towns Fund projects.



4.7 Compliance update (Mar 2025)

The Committee considered the report presented by the Director of Housing, Health & Wellbeing who provided the performance position as of 31 December 2024 (Q3) against the Council's legal and regulatory landlord responsibilities for a range of building safety measures which included:

- Fire protection
- Gas
- Asbestos
- Electrical
- Water

The report also summarised details of the Council's housing stock. The information was presented in a new format with regard to compliance, including actions to rectify identified issues.

Performance exceptions were listed and included:

- Domestic Gas Servicing
- Fire Safety Checks
- Fire Door Inspections
- Domestic Asbestos & Communal
- Water Safety
- Stair Lifts & Hoists
- EICR Electrical Certification
- Solid Fuel & Oil Servicing

The Director addressed damp and mould issues, noting that the causes were varied and work was ongoing to broaden compliance criteria. The Council employed a Damp & Mould Surveyor and had a 24-hour emergency response. Complaints had increased due to proactive engagement with tenants.

Outcome

The Committee noted the report and in closing the debate, the Chair referred to the annual fire risk assessment and the work undertaken in relation to fire door repairs and also welcomed the inhouse challenges to the housing teams in a drive to improve service provision.

Scrutiny Role

Scrutiny is a statutory requirement for local authorities which operate a Leader and Cabinet (Executive) model of decision making. PPIC does not make decisions but instead monitors, influences and makes recommendations on the work of Cabinet. The overview and scrutiny role, conducted by PPIC Councillors, is designed to support the work of the Council and its Cabinet, and ensure there is the opportunity for checks and balances. The committee also looks to constructively scrutinise the work of our partners and how we deliver better when we deliver together.

Bassetlaw and Newark & Sherwood CSP progress & performance update and review of priorities (June 2024)

The Committee considered the report presented by the Business Manager for Public Protection and the Police District Commander for Newark and Sherwood, who provided an update on the performance data and activities for crime and Anti-Social Behaviour (ASB) across the Bassetlaw and Newark & Sherwood Community Safety Partnership.

The report set out the 2023/2024 performance and activities and set out the priorities for 2024/2025. In considering the report the Chair stated individual cases could not be discussed.

Outcome

Members of the Committee noted the report on the performance data and activities for crime and ASB across the Bassetlaw and Newark & Sherwood Community Safety Partnership. They asked questions regarding the accuracy of reporting and efforts to increase it. Both the Council and the Police emphasised the importance of reporting and outlined ongoing efforts to improve it. The Police Inspector provided insights into crime figures, highlighting targeted efforts to address specific issues and the need for partnerships to tackle problems such as homelessness and street drinking. The Committee unanimously agreed to note the performance and priorities of the Community Safety Partnership.

Response to Kidney Stones consultation (Nov 2024)

The Committee considered the report which provided the results of the recent consultation on the proposal to site the Kidney Stones at Castle House. The report set out the background leading to the Cabinet determining to agree, in principle, with the proposals pending a public consultation of the Kidney Stones being installed at Castle House. The report provided details of the consultation method and the analysis of the results.

Members commented on the proposed location for the Kidney Stones, financing and budgeting, potential additional costs, alternative funding, and whether the project should proceed given public response. They also considered the accuracy of consultation responses.

Outcome

All the themes that the PPIC members wished Cabinet to consider when reviewing the report were captured, with the Chair relaying these back to the meeting at the end of the discussion. The Committee agreed that the contents of the report and consultation responses be noted and the comments, be included in the Kidney Stones report to the meeting of Cabinet scheduled for 10 December 2024.

At Cabinet on the 10 December 2024, they agreed the recommendations, as they align with the Community Plan objectives in relation to heritage and culture, particularly the specific actions around increasing the quantity and quality of public art in the district.



Bassetlaw and Newark & Sherwood CSP progress and performance update and review of priorities (Feb 2025)

The Committee considered the report presented by the Business Manager for Public Protection and the Police District Commander for Newark and Sherwood, who provided Councillors with an update on the performance data and activities for crime and ASB across the Bassetlaw and Newark & Sherwood Community Safety Partnership.

The report set out the 2024/2025 crime and ASB performance when compared with the previous year and also introduced the new Community Safety Partnership Strategy and Delivery Plan. In considering the report, committee members asked a number of questions.

It was explained that the increase in crime was primarily due to burglaries, auto-crime, and drug-related offences. The Business Manager noted that the CCTV replacement programme would prioritize the oldest cameras first, starting in Newark, with a district-wide 10-year plan to follow.

During the debate, the success of the Immediate Justice pilot scheme was discussed. The Business Manager reported positive feedback, noting the significant impact on individuals involved and the quick delivery of justice for low-level crimes. Inspector Ellam highlighted that the scheme addressed public frustration with slow justice processes.

The Committee questioned why speeding was not listed as a key theme, and the Business Manager clarified that community groups still monitored it, despite its omission. Additionally, it was confirmed that Public Spaces Protection Orders led to a notable reduction in anti-social behaviour in specific locations.

The Committee queried the use of microphones in CCTV cameras and whether footage was being used in prosecutions. The Business Manager confirmed that CCTV footage was frequently used and would investigate the microphone use further.

The committee noted a previous Cabinet report stated that the relocation of the CCTV Control Room would be funded by the Newark Town Fund but questioned if this was still the case. The Business Manager clarified that the funding source had changed.

Outcome

In closing the debate, the Chair sought any comments from committee members they wished to be forwarded to Cabinet for consideration prior to their review and adoption of the CSP Strategy and Delivery Plan in April 2025. A member of the Committee commented that he would like to request Cabinet to reconsider their decision to relocate the CCTV Control Room from the Police HQ at Sherwood Lodge to Newark and associated loss of revenue.

The Committee noted the Community Safety Partnership performance and that Cabinet be requested to clarify the source of funding for the relocation of the CCTV Control Room.

Presentations by Portfolio Holders

To enable the Cabinet Portfolio Holders to brief the Committee on their remit, present actions and offer an opportunity to ask focussed questions. Committee members requested that Portfolio Holders be invited to PPIC meetings.

The Portfolio Holders attended between June 2024 and March 2025 in the following order:

- **Portfolio Holder for Strategy, Performance & Finance (March 2024)**
An update of their Portfolio was presented including an update of the East Midlands Combined Authority and the Council's strategic framework. Members discussed funding opportunities, portfolio responsibilities, community engagement, and staffing concerns during the meeting.
- **Portfolio Holder for Housing (June 2024)**
Key updates on housing services and plans were presented, highlighting achievements, challenges, and future initiatives within the Housing directorate for 2023/2024. The discussion covered tenant engagement, housing development, decarbonisation, community hubs, service quality, staff recruitment, green spaces, and resident relations.
- **Portfolio Holder for Public Protection & Community Relations (Sept 2024)**
An update on actions within their Portfolio was presented, covering public protection, community safety, and community development, including recent initiatives and future plans. The presentation addressed topics such as the CCTV review, anti-social behaviour (ASB), flood response, and community engagement.
- **Portfolio Holder for Heritage, Culture & the Arts (Oct 2024)**
Updates on Heritage, culture, and arts initiatives within the district were presented, highlighting various projects and community engagement efforts. Members discussed concerns about event locations, funding, and inclusivity, seeking ways to expand cultural activities beyond Newark and support music education.

- **Portfolio Holder for Climate & the Environment (Nov 2024)**

The Portfolio Holder presented on various environmental initiatives including the Climate Change Action Plan, energy management, waste collection, air quality, biodiversity, tree strategy, and public engagement, highlighting challenges such as limited district-wide funding and accessibility of events.

- **Portfolio Holder for Health, Wellbeing & Leisure (Feb 2025)**

An extensive update was presented, covering current initiatives, strategies, and future plans related to health, leisure, and community wellbeing in the district. The discussion included infrastructure projects, health campaigns, urgent care services, and community engagement efforts.

- **Portfolio Holder for Sustainable Economic Development (Mar 2025)**

The Committee reviewed a presentation covering key areas such as economic growth, visitor economy, planning development, and policy infrastructure. The presentation outlined current work and future proposals for development and regeneration within the district.

Future Work

Officers and Councillors collaborate with committee members to create a work programme for 2025-26.

However, we know for certain that over the next 12 months PPIC will continue to:

- Review and challenge the performance of the Council.
- Hold Cabinet to account as critical friend.
- Consider topics raised by Councillors.
- Scrutinise the budget and review performance.
- Undertake reviews and develop strategies and policies.
- Scrutinise large-scale projects such as the Newark Town Investment Plan.
- Receive updates from Portfolio Holders.

PPIC will also continue to work alongside its key public sector partners and key stakeholders within the Council.



Appendix One: Policy & Performance Improvement Committee Members

1.	Councillor Mike Pringle (Chair)	Ward: Ollerton
2.	Councillor Neil Ross (Vice-Chair)	Ward: Devon
3.	Councillor Neil Allen	Ward: Farndon & Fernwood
4.	Councillor Alice Brazier	Ward: Ollerton
5.	Councillor Celia Brookes	Ward: Edwinstowe & Clipstone
6.	Councillor Andy Freeman	Ward: Edwinstowe & Clipstone
7.	Councillor Roger Jackson	Ward: Dover Beck
8.	Councillor Jean Hall	Ward: Balderton South
9.	Councillor Rhona Holloway	Ward: Bilsthorpe
10.	Councillor David Moore	Ward: Beacon
11.	Councillor Penny Rainbow	Ward: Southwell
12.	Councillor Karen Roberts	Ward: Southwell
13.	Councillor Matthew Spoors	Ward: Devon
14.	Councillor Tina Thompson	Ward: Rainworth South & Blidworth
15.	Councillor Tim Wendals	Ward: Lowdham

Amendments to membership

•	Councillor Simon Forde	Ward: Balderton South
•	Councillor Jack Kellas	Ward: Farndon & Fernwood
•	Councillor Maurice Shakeshaft	Ward: Farnsfield

Alternates

•	Councillor Phil Farmer	Ward: Collingham
•	Councillor Sylvia Michael	Ward: Sutton-on-Trent
•	Councillor Linda Tift	Ward: Rainworth North & Rufford
•	Councillor Jean Hall	Ward: Balderton South
•	Councillor Peter Harris	Ward: Southwell
•	Councillor Debbie Darby	Ward: Bridge

Officer Support

- Deborah Johnson - Director of Customer Services & Organisational Development
- Carl Burns - Transformation Manager
- Helen Brandham - Democratic Services Officer
- Mark Randle – Transformation & Service Improvement Officer



NEWARK &
SHERWOOD
DISTRICT COUNCIL



Report to: Policy & Performance Improvement Committee - 6 October 2025

Director Lead: Deborah Johnson, Director – Customer Services & Organisational Development

Lead Officer: Mark Randle, Transformation & Service Improvement Officer

Report Summary	
Report Title	Presentation by the Portfolio Holder for Climate & the Environment
Purpose of Report	Update on Role of the Portfolio Holder for Climate and the Environment
Recommendations	That the Policy & Performance Improvement Committee note the contents of the report.

1.0 Background

- 1.1 At the Policy & Performance Improvement Committee (PPIC) meeting held on 29 January 2024, Members agreed a process for Portfolio Holders to be invited to meetings of the Committee. This enabled the Portfolio Holder to brief the Committee on their remit and current and future plans and projects. It would also offer the Committee opportunity to ask focussed questions of the Portfolio Holder. This process ran from March 2024 to March 2025.
- 1.2 At the Policy & Performance Improvement Committee meeting held on 14 April 2025, Members agreed to a change in the process for Portfolio Holders attending Committee.
- 1.3 The new change in process requested that Portfolio Holders report back on ‘specific areas’ of their Portfolio, which will be requested by the Committee. Portfolio Holders are asked to produce a short report, present back to the Committee and take questions.

2.0 Proposal/Options Considered

- 2.1 This report relates to the Portfolio Holder for Climate & the Environment, Cllr Simon Forde.

The Committee has requested information on:

1. To what extent is the Climate Change Action Plan reaching and succeeding in its goals and milestones?”
2. What do you see as priorities for next year as we move into the budget setting process?
3. Are we on track for the rollout of domestic food waste collections from 2027?

4. Biodiversity and tree planting is a key strand of the Council's Community Plan – how are we delivering?
5. Reducing the Council's carbon footprint is a key objective of the Council. How is the Council progressing to this goal?
6. What opportunities exists as a result of LGR?

3.0 Implications

In writing this report and in putting forward recommendation's, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- **Full Council Report - 8 March 2022** – Proposals for the new governance arrangements.
- **PPIC Report -29 January 2024** - Attendance by Portfolio Holders to Future Meetings of the Policy & Performance Improvement Committee
- **PPIC Report - 14 April 2025**- Attendance by Portfolio Holders to Future Meetings of the Policy & Performance Improvement Committee

Forward Plan

For the Period September 2025 - December 2025



What is the Plan?

This Forward Plan sets out all of the Key Decisions that are expected to be taken during the period referred to above. The Council has a statutory duty to prepare this document, in accordance, with the Local Government Act 2000 (as amended). The Plan is published monthly and will be available on the [Council's Website](#).

What is a Key Decision?

The decisions listed in this plan are 'Key Decisions'. A Key Decision is one that is likely to:

- (a) Result in the Council spending or making savings of over £150,000 revenue or £300,000 in capital, or;
- (b) Where the impact of the decision would be significant in terms of its impact on communities living or working in two or more Wards.

Under the Council's Constitution, Key Decisions are made by the Cabinet, Portfolio Holders, or officers acting under delegated powers.

Exempt Information

The plan also lists those 'Exempt' Key Decisions which are going to be taken over the next four months. Exempt Key Decisions are those decisions which have to be taken in private. This is because they involve confidential or exempt information which cannot be shared with the public.

Agenda papers for Cabinet meetings are published on the Council's website 5 working days before the meeting [here](#). Any items marked confidential or exempt will not be available for public inspection.

Any background paper listed can be obtained by contacting the Responsible Officer. Responsible officers can be contacted on 01636 650000 or customerservices@newark-sherwooddc.gov.uk

Decision to be taken / Report title and Summary	Decision maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
Biodiversity Net Gain Update	Cabinet	9 Sep 2025	Portfolio Holder - Climate and the Environment	Matthew Norton, Business Manager - Planning Policy and Infrastructure matthew.norton@newark-sherwooddc.gov.uk, Nick Law nick.law@newark-sherwooddc.gov.uk	Open	15 Sept 2025
Stodman Street Phase 2 - St Marks	Cabinet	14 Oct 2025	Leader - Portfolio Holder Strategy, Performance & Finance	Neil Cuttall, Business Manager- Economic Growth & Visitor Economy Neil.Cuttall@newark-sherwooddc.gov.uk, Kevin Shutt, Housing Development Manager HRA kevin.shutt@newark-sherwooddc.gov.uk	Part exempt	20 Oct 2025
Enforcement Policy	Cabinet	14 Oct 2025	Leader - Portfolio Holder Strategy,	Jenny Walker, Business Manager- Public	Open	20 Oct 2025

Decision to be taken / Report title and Summary	Decision Maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
			Performance & Finance	Protection jenny.walker@newark-sherwooddc.gov.uk		
Sherwood Levelling Up Programme Updates	Cabinet	14 Oct 2025	Portfolio Holder - Sustainable Economic Development	Sarah Husselbee sarah.husselbee@newark-sherwooddc.gov.uk, Neil Cuttall, Business Manager- Economic Growth & Visitor Economy Neil.Cuttall@newark-sherwooddc.gov.uk	Open	20 Oct 2025
Newark Town Deal Project Update	Cabinet	14 Oct 2025	Portfolio Holder - Sustainable Economic Development	Neil Cuttall, Business Manager- Economic Growth & Visitor Economy Neil.Cuttall@newark-sherwooddc.gov.uk	Open	20 Oct 2025
Adoption of Public Open Space Fernwood	Cabinet	14 Oct 2025	Portfolio Holder - Climate and the Environment	Matt Lamb, Director - Planning and Growth Matt.Lamb@newark-sherwooddc.gov.uk	Open	20 Oct 2025

Decision to be taken / Report title and Summary	Decision Maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
Yorke Drive Regeneration Project Update	Cabinet	14 Oct 2025	Portfolio Holder - Housing	Cara Clarkson, Business Manager - Regeneration and Housing Strategy cara.clarkson@newark-sherwooddc.gov.uk	Part exempt	20 Oct 2025
Local Nature Recovery Strategy - Final	Cabinet	14 Oct 2025	Portfolio Holder - Climate and the Environment	Matthew Norton, Business Manager - Planning Policy and Infrastructure matthew.norton@newark-sherwooddc.gov.uk, Nick Law nick.law@newark-sherwooddc.gov.uk	Open	20 Oct 2025
Neighbourhood Planning Funding	Cabinet	14 Oct 2025	Portfolio Holder - Sustainable Economic Development	Matthew Norton, Business Manager - Planning Policy and Infrastructure matthew.norton@newark-sherwooddc.gov.uk	Open	20 Oct 2025
Local Government	Cabinet	11 Nov 2025	Leader - Portfolio	John Robinson, Chief	Open	17 Nov 2025

Decision to be taken / Report title and Summary	Decision Maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
Reorganisation			Holder Strategy, Performance & Finance	Executive john.robinson@newark-sherwooddc.gov.uk		
Plan for Neighbourhoods Regeneration Plan and Local Board Assurance Framework	Cabinet	11 Nov 2025	Portfolio Holder - Sustainable Economic Development	Neil Cuttell, Business Manager- Economic Growth & Visitor Economy Neil.Cuttell@newark-sherwooddc.gov.uk	Open	17 Nov 2025
Sustainable Economic Growth Strategy 2026 - 2031	Cabinet	11 Nov 2025	Portfolio Holder - Sustainable Economic Development	Neil Cuttell, Business Manager- Economic Growth & Visitor Economy Neil.Cuttell@newark-sherwooddc.gov.uk, Sarah Husselbee sarah.husselbee@newark-sherwooddc.gov.uk	Open	17 Nov 2025
Development Plot Adjacent to Newark Lorry Park	Cabinet	14 Oct 2025	Leader - Portfolio Holder Strategy, Performance & Finance	Steven Chitty, Major Capital Projects Delivery Manager steven.chitty@newark-sherwooddc.gov.uk	Part exempt	17 Nov 2025

Decision to be taken / Report title and Summary	Decision Maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
Newark Town Centre Master Plan and Newark Code	Cabinet	9 Dec 2025	Portfolio Holder - Sustainable Economic Development	Matthew Norton, Business Manager - Planning Policy and Infrastructure matthew.norton@newark-sherwooddc.gov.uk	Open	17 Nov 2025

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 15 July 2025 at 8.55 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor S Crosby, Councillor L Brazier,
Councillor S Forde, Councillor C Penny, Councillor P Taylor and
Councillor J Kellas

290 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND
STREAMED ONLINE

The Leader advised that the proceedings were being audio recorded and live streamed by the Council.

291 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

292 LOCAL GOVERNMENT REORGANISATION IN NOTTINGHAM AND NOTTINGHAMSHIRE

The Cabinet considered the report of the Chief Executive on Local Government Reorganisation, in light of the outcome of the earlier debate at Full Council. The Cabinet were asked to determine the Council's final position on the option to be developed as the final proposal for submission to the Government in November 2025.

AGREED (with 7 votes for and 1 against) that Cabinet:

- a) consider the options appraisal and summary document provided by PwC UK (Appendices 1 and 2 to the Full Council report);
- b) following the decision of the Full Council, develop Option 1e as this Council's preferred option for submission as a final proposal to Government by 28 November 2025;
- c) register as part of the submission, a request for consideration of including the whole of the Newark Parliamentary Constituency within the boundary of the proposed 1e unitary authority, to strengthen community identity and provide for more "sensible" geography;
- d) ensure the involvement of Town and Parish Councils and other local community and business organisations in the development of the final proposal;
- e) consider future reports on Local Government Reorganisation as required; and

- f) delegate the creation of a budget to the Leader of the Council through a Portfolio Holder decision in consultation with the Chair of the Governance, General Purposes and Local Government Reorganisation Committee.

Reasons for Decision:

To ensure that the Council meets the requirements of the statutory invitation from government to submit a final proposal for local government reorganisation by 28 November 2025.

Options Considered:

A detailed options appraisal was contained in the PwC report (Appendices 1 and 2 to the Full Council report).

Meeting closed at 8.58 pm.

Chair

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 9 September 2025 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor S Crosby, Councillor S Forde, Councillor C Penny, Councillor P Taylor and Councillor J Kellas

ALSO IN ATTENDANCE: Councillor N Allen, Councillor P Rainbow and Councillor J Lee

APOLOGIES FOR ABSENCE: Councillor L Brazier

293 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader advised that the proceedings were being audio recorded and live streamed by the Council.

294 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

295 MINUTES FROM THE PREVIOUS MEETINGS HELD ON 8 JULY AND 15 JULY 2025

The minutes from the meeting held on 8 July and 15 July 2025 were agreed as a correct record and signed by the Chair.

296 PROJECTED GENERAL FUND AND HOUSING REVENUE ACCOUNT REVENUE AND CAPITAL OUTTURN REPORT TO 31 MARCH 2026 AS AT 30 JUNE 2025

The Business Manager- Financial Services presented a report regarding the projected General Fund and Housing Revenue Account Revenue and Capital Outturn Report to 31 March 2026 as at 30 June 2025, forecasting the outturn position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets. The report detailed performance against the approved estimates of revenue expenditure and income; major variances from planned budget performance; and variations to the Capital Programme for approval; all in accordance with the Council's Constitution.

Members noted a projected unfavourable variance against the revised budget of £0.395m on Service budgets, representing 1.88% of the total service budgets, with an overall favourable variance of £0.303m that would need to be transferred to the General Fund reserve. The HRA accounts showed a projected unfavourable variance on the Net Cost of HRA Services against the revised budget of £0.355m and a reduced transfer to the Major Repairs Reserve of £0.409m. The Council had been fully compliant with all prudential indicators during the reporting period.

Members discussed performance in relation to recruitment, and queried whether the forthcoming Local Government Organisation (LGR) might have an impact, noting that recruitment could often take a while due to notice periods. The Chief Executive explained that there were pockets of recruitment that had always been challenging but LGR had the potential to give wider employment opportunities for staff. Members emphasised the importance of accurate and responsible communication with staff in the work towards the Reorganisation.

AGREED (unanimously) That Cabinet:

- (a) note the General Fund projected favourable outturn variance of £0.303m;
- (b) note the Housing Revenue Account projected unfavourable outturn variance of £0.409m to the Major Repairs Reserve;
- (c) approve the variations to the Capital Programme at Appendix C;
- (d) approve the Capital Programme revised budget and financing of £55.240m; and
- (e) note the Prudential indicators at Appendix F.

Reasons for Decision:

To consider the forecast outturn position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets.

To show performance against the approved estimates of revenue expenditure and income; report on major variances from planned budget performance; and report on variations to the Capital Programme for approval; all in accordance with the Council's Constitution.

Options Considered:

Not applicable.

297 QUARTER 1 2025/26 - HOUSING COMPLIANCE ASSURANCE REPORT

The Head of Housing, Health and Wellbeing was in attendance to present the Housing Compliance report for quarter 1 of 2025/26 to the end of June 2025. The report focused on exceptions performance, which is outside the Council's target parameters. During the presentation, Members heard the latest updated performance figures.

Members noted that the Council received a letter from the Government in June 2025 ahead of the introduction of new regulation relating to phase 1 of Awaab's Law, relating to damp and mould, and changes to electrical safety standards from the Autumn, which the Council are already preparing for.

Due to the move to the new Housing Management System, an interim reporting arrangement was in place as the new system was set up for Awaab's Law (Damp & Mould) and the associated reporting arrangements required. When Awaab's Law was in force, the system would report automatically from a specific contractor code that related only to damp and mould repairs, ensuring accurate information on

performance.

AGREED (unanimously) That Cabinet note:

- a) the exceptions to performance of the housing service compliance functions;
- b) interim arrangements for monitoring damp and mould ahead of introduction of Awaab's Law; and
- c) the ongoing actions to improve and maintain performance.

Reasons for Decision:

To provide assurance on the work undertaken to ensure the safety of tenants and compliance with the regulatory standards.

Options Considered:

None

298 COMMUNITY PLAN PERFORMANCE FOR QUARTER ONE - 2025/26

The Transformation and Service Improvement Officer presented a report which detailed the Quarter 1 Community Plan Performance Report for 2025/26.

The report and accompanying presentation highlighted various projects undertaken by Business Units and performance in including re-let times, tenant satisfaction, Active4Today and the National Civil War Centre, and Local Government Re-organisation.

Members discussed the delay in re-letting and rent arrears performance. The Head of Housing, Health and Wellbeing was in attendance and explained the reasons for the performance, as well as measures that had been taken, including re-focusing of teams and appointing an external resource to undertake voids work, to address the delay. Members noted officers were focussed on the performance measures and the anticipated timescales to see improvement.

Members also considered in detail the work experience offer, sickness absence, and enabling Councillors to proactively communicate resources within the District, including activities held at the National Civil War Centre and recycling.

AGREED (unanimously) That Cabinet:

- a) review the Community Plan Performance Report attached as **Appendix 1**;
- b) review the compliance report attached as **Appendix 2**; and
- c) consider the Council's performance against its objectives highlighting any areas of high performance and identifying areas for improvement.

Reasons for Decision:

Performance management is used to drive improvement by analysing data and progress against key activities as well as building a picture of the context of performance using district statistics, customer feedback and workforce information.

Options Considered:

Not applicable.

299 LAND TRANSFER, BOWBRIDGE ROAD - GENERAL FUND TO HOUSING REVENUE ACCOUNT

The Development Manager - Corporate Property was in attendance to present a report which sought approval to transfer the residue land off Bowbridge Road, Newark from the General Fund to the HRA to facilitate the proposed new build development of 5 no large family 4 and 3 bed level access bungalows to meet the local housing need. The land had been held for the purpose of a car park, however was no longer required as the car park had been developed on the rest of the site.

The land had been valued as part of the Council's rolling valuation programme in 2024/25 at a value of £326,400, representing £65,280 per unit. The Cabinet welcomed the proposal, especially the type of housing that was proposed and suggested that parking measures may be required due to the proximity to the hospital and town centre.

AGREED (unanimously) that Cabinet approve to appropriate the land at Bowbridge Road, Newark from the GF to the HRA at the current value of £326,400 with subsequent CFR adjustment of £224,976 and Capital Receipt transfer of £101,424 to enable construction of HRA properties to support the local housing need and meet the Council's business plan objectives.

Reasons for Decision:

To enable construction of 5 no HRA bungalows to support the local housing need.

Options Considered:

The options to dispose of the land to the YMCA and Arkwood Developments Limited were explored, neither of these options were viable and were discounted.

Leave the land in the General Fund for future currently unidentified potential development.

300 HOUSING REVENUE ACCOUNT - HOUSING COMMUNITY CENTRE POLICY

The Director- Housing, Health and Wellbeing was in attendance to present a report which set out the Council's approach to managing Housing Community Centres, financed and supported via the Housing Revenue Account (HRA). The Council had 29 HRA community centres, located across the district either within or adjacent to areas of housing for older people. It was proposed that no charges be imposed for the use of the Council's HRA community centres as it would result in the properties being liable for business rates and to cover this charge, hire costs would have been prohibitive for many community-based groups across the district.

The Cabinet considered the report noting the importance of spaces within the community where people could take part in various activities.

AGREED (unanimously) That Cabinet:

- a) endorse the Policy;
- b) note that no charges will be levied for the use of HRA Community Centres; and
- c) note the alignment with the Community Plan Ambition Seven *“Be a top performing, modern, accessible Council that get its everyday services right for the residents and businesses that it serves”*.

Reasons for Decision:

To ensure effective management of the Council’s 29 HRA Housing Community Centres.

Options Considered:

Not having a policy in place could result in ineffective management and misuse of valuable community spaces.

301 ANNUAL REVIEW OF EXEMPT ITEMS

The Deputy Chief Executive presented a report to consider the list of exempt business considered by the Cabinet for the period 24 September 2024 to date, and decide which, if any, reports can be released into the public domain.

The Cabinet considered the report, noting the Officer recommendations for the exempt reports.

AGREED that Cabinet note the report, with any items being released into the public domain if considered no longer being exempt.

Reasons for Decision:

To review previous exempt reports considered by the Cabinet over the previous 12 months.

Options Considered:

None, this report is a useful tool in reviewing previous exempt items of business in order to release any into the public domain if considered appropriate.

302 DIGITAL STRATEGY 2025-2028

The Business Manager – ICT and Digital Services and Business Manager- Customer Services, were in attendance to present the Digital Strategy for 2025-2028, including the outcome of the Members Digital Working Group and results of the stakeholders survey. The new digital strategy, gave a clear strategic direction for our digital initiatives, minimising resourcing and financial risks, ensuring our alignment with other authorities involved in local government reorganisation, and providing our communities with assurance that their needs were central to the development of our

digital initiatives.

The Cabinet welcomed the Strategy, particularly the commitment to ensure that no-one in the District would be left behind or unable to access services from the Council.

AGREED (unanimously) That Cabinet:

- a) approve the digital strategy (attached as an appendix) for 2025-2028; and
- b) note the findings of the working group and stakeholder surveys.

Reasons for Decision:

The proposed recommendation is to adopt the new digital strategy, which will offer clear strategic direction for our digital initiatives. This approach aims to minimise resourcing and financial risks, ensure alignment with other authorities involved in local government reorganisation, and provide our communities with assurance that their needs are central to the development of our digital initiatives.

Options Considered:

Extend the existing digital strategy. There is a need to do more than simply extend the existing strategy. The existing strategy is not current and will not sufficiently address community needs or align with central government directives. The expectations of the internal and external stakeholders together with rapid developments in digital technologies enable greater understanding and use of data. This necessitates a fresh strategy.

Take no action and therefore no digital strategy. This is not considered to be an acceptable option.

303 PROGRESSION OF BIODIVERSITY NET GAIN HABITAT BANKS FOR NEWARK & SHERWOOD DISTRICT COUNCIL (KEY DECISION)

The Biodiversity and Ecology Lead Officer was in attendance to present a report identifying existing Council land assets with the potential to be used for the purposes of Biodiversity Net Gain (BNG). Four sites, detailed within the report, map and exempt appendix had been identified for progressions to become biodiversity units. The Cabinet considered the report, noting the work undertaken and the intent to continue searching for possible BNG sites.

AGREED (unanimously) That Cabinet:

- a) note and welcome the updates on BNG and the Council's Land Assets review;
- b) approve the four 'NSDC BNG sites' identified be progressed for the purpose of generating biodiversity net gain (BNG) 'biodiversity units', to be used firstly for NSDC's own planning application BNG obligations; secondly for NSDC supported projects, and finally (and subject to unit capacity) for sale of BNG units to other third-party developments in discharge of their BNG responsibilities.
- c) approve a revenue budget of up to £25,000 to allow the implementation of the four NSDC BNG sites funded from the Change Management Reserve in 2025/26;

- d) approve a further revenue budget of £45,000 to allow the implementation of the four NSDC BNG sites in 2026/27 funded from the Change Management Reserve;
- e) approve delegated authority be given to the Director - Planning & Growth, in consultation with the Portfolio Holders for Strategy, Finance & Performance and Climate Change & Environment, to enter into necessary legal arrangements to secure the BNG Habitat Banks via the Governments Biodiversity Gain Site Register, including any appropriate habitat(s) to be created, as detailed below; and
- f) agree that a report is brought back to Cabinet prior to NSDC selling BNG units as detailed in recommendation b) above in order to set appropriate BNG unit fees.

Reasons for Decision:

To secure local and responsible BNG Habitats to mitigate the impacts of new developments and to enhance NSDC land-assets and the overall biodiversity of the District.

Options Considered:

NSDC could choose not to enter the BNG market in favour of the national credit route or awaiting a local market for BNG units becoming available. These are discounted on the basis of a need to proactively create a local mechanism to secure BNG enhancements, including demonstrable cost-savings for the Council's own developments.

Meeting closed at 8.20 pm.

Chair